



Finance Committee

**Anderson Room, City Hall
6911 No. 3 Road**

Tuesday, October 1, 2024

**Immediately following the Open General Purposes Committee
meeting**

Pg. # ITEM

MINUTES

FIN-3 *Motion to adopt the **minutes** of the meeting of the Finance Committee held on September 3, 2024.*



FINANCE AND CORPORATE SERVICES DIVISION

1. **AMENDMENTS TO THE CONSOLIDATED 5 YEAR FINANCIAL PLAN (2024-2028) BYLAW NO. 10515**
(File Ref. No. 03-0975-01) (REDMS No. 7759234)

FIN-7 **See Page FIN-7 for full report**

Designated Speakers: Mike Ching & Melissa Shiau

STAFF RECOMMENDATION

That the Consolidated 5 Year Financial Plan (2024-2028) Bylaw No. 10515, Amendment Bylaw No. 10604, which incorporates and puts into effect the changes as outlined in the staff report titled “Amendments to the Consolidated 5 Year Financial Plan (2024-2028) Bylaw No. 10515” dated September 17, 2024, from the General Manager, Finance and Corporate Services, be introduced and given first, second and third readings.



Finance Committee Agenda – Tuesday, October 1, 2024

Pg. # ITEM

2. **CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 10568**

(File Ref. No. 03-1240-01) (REDMS No. 7761097)

FIN-33

See Page FIN-33 for full report

Designated Speaker: Angela Zanardo

STAFF RECOMMENDATION

That the Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10568 be introduced and given first, second and third readings.

3. **PERMISSIVE PROPERTY TAX EXEMPTION (2025) BYLAW NO.10566**

(File Ref. No. 03-0925-02-04) (REDMS No. 7699135)

FIN-91

See Page FIN-91 for full report

Designated Speaker: Angela Zanardo

STAFF RECOMMENDATION

That Permissive Property Tax Exemption (2025) Bylaw No. 10566 be introduced and given first, second and third readings.

4. **2023 REMUNERATION IN EXCESS OF \$75,000 FOR CITY OWNED CORPORATIONS**

(File Ref. No. 03-1200-09) (REDMS No. 7803927)

FIN-128

See Page FIN-128 for full report

Designated Speaker: Jerry Chong

STAFF RECOMMENDATION

That the 2023 Remuneration in Excess of \$75,000 provided by City Owned Corporations be received for information.

ADJOURNMENT



Finance Committee

Date: Tuesday, September 3, 2024

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day (by teleconference)
Councillor Laura Gillanders (by teleconference)
Councillor Kash Heed
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Michael Wolfe

Call to Order: The Chair called the meeting to order at 5:37 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the Finance Committee held on June 3, 2024, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

1. **ACTIVE CAPITAL PROJECTS FINANCIAL UPDATE – 2ND QUARTER JUNE 30, 2024**

(File Ref. No. 03-0975-01) (REDMS No. 7763663)

It was moved and seconded
That the staff report titled “Active Capital Projects Financial Update – 2nd Quarter June 30, 2024”, dated August 6, 2024, from the Director, Finance, be received for information.

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The question on the motion was not called as discussion ensued with respect to (i) the frequency of the report and level of detail, including major building construction and renovation projects, and (ii) the need for an increased budget for invasive species management.

In response to queries from the Committee, staff noted (i) the Request for Bids (RFP) for the public safety mobile command and communication centre vehicle is underway for completion within six months, and vehicle delivery estimated for Q4 2025, and (ii) research is underway in preparation for the issuance of an RFP by the end of fall for the outstanding acquisition of fire vehicle replacement purchases (six front-line and five support vehicles), and Council will be kept apprised of the value of the proposal and any further details as they arise.

The question on the motion was called and it was **CARRIED**.

Councillor Day left the meeting (5:43 p.m.)

2. **FINANCIAL INFORMATION – 2ND QUARTER JUNE 30, 2024**
(File Ref. No. 03-0905-01) (REDMS No. 7754855)

It was moved and seconded

That the staff report titled “Financial Information – 2nd Quarter June 30, 2024”, dated August 2, 2024, from the Director, Finance, be received for information.

CARRIED

LULU ISLAND ENERGY COMPANY

3. **LULU ISLAND ENERGY COMPANY – 2024 2ND QUARTER FINANCIAL INFORMATION**
(File Ref. No. 01-0060-20-LIEC1) (REDMS No. 7773427)

It was moved and seconded

That the Lulu Island Energy Company report titled “Lulu Island Energy Company – 2024 2nd Quarter Financial Information”, dated August 8, 2024, from the Chief Executive Officer and Chief Financial Officer, be received for information.

CARRIED

Councillor Day returned to the meeting (5:46 p.m.)

RICHMOND OLYMPIC OVAL CORPORATION

4. **RICHMOND OLYMPIC OVAL CORPORATION - 2ND QUARTER
2024 FINANCIAL INFORMATION**

(File Ref. No. 03-1200-09) (REDMS No. 7778699)

In response to a query from the Committee, staff noted approximately 70-75% are active Richmond members.

It was moved and seconded

That the Richmond Olympic Oval Corporation - 2nd Quarter 2024 Financial Information report from the Director, Finance, Innovation & Technology, Richmond Olympic Oval Corporation, be received for Information.

CARRIED

COUNCILLOR KASH HEED

5. **SUNSHINE LIST FOR CITY OF RICHMOND-OWNED
CORPORATION EMPLOYEES**

Councillor Heed provided an introduction to his motion, noting the importance of enhancing transparency and oversight in public disclosure.

It was moved and seconded

That Council direct the General Manager of Finance and Corporate Services to require each City-owned corporation through their respective Boards to compile a sunshine list for employees who earn \$75,000 or more. Following each year-end, this list must be submitted to the City's Finance Committee for public release. This covers employees from entities such as the Richmond Olympic Oval Corporation, Lulu Island Energy Company, and Richmond Public Library.

The question on the motion was not called as a brief discussion ensued, and in response to queries from the Committee, staff noted (i) at this point, there are only the three entities noted that pertain to the motion, and (ii) the \$75,000 salary benchmark was set by the Province in 2002 and has not been changed..

The question on the motion was then called and it was **CARRIED**.

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ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:52 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Finance Committee of the Council of the City of Richmond held on Tuesday, September 3, 2024.

Mayor Malcolm D. Brodie
Chair

Lorraine Anderson
Legislative Services Associate



City of Richmond

Report to Committee

To: Finance Committee **Date:** September 17, 2024
From: Jerry Chong, CPA, CA **File:** 03-0975-01/2024-Vol 01
 General Manager, Finance and Corporate Services
Re: **Amendments to the Consolidated 5 Year Financial Plan (2024-2028) Bylaw No. 10515**

Staff Recommendation

That the Consolidated 5 Year Financial Plan (2024-2028) Bylaw No. 10515, Amendment Bylaw No. 10604, which incorporates and puts into effect the changes as outlined in the staff report titled "Amendments to the Consolidated 5 Year Financial Plan (2024-2028) Bylaw No. 10515" dated September 17, 2024, from the General Manager, Finance and Corporate Services, be introduced and given first, second and third readings.

Jerry Chong, CPA, CA
 General Manager, Finance and Corporate Services
 (604-276-4064)

Att. 4

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	Information Technology <input checked="" type="checkbox"/>
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	Law <input checked="" type="checkbox"/>
Building Approvals	<input checked="" type="checkbox"/>	Parks Services <input checked="" type="checkbox"/>
Climate & Environment	<input checked="" type="checkbox"/>	Policy Planning <input checked="" type="checkbox"/>
Community Bylaws	<input checked="" type="checkbox"/>	Real Estate Services <input checked="" type="checkbox"/>
Community Safety Admin	<input checked="" type="checkbox"/>	Recreation Services <input checked="" type="checkbox"/>
Community Social Development	<input checked="" type="checkbox"/>	Richmond Public Library <input checked="" type="checkbox"/>
Corporate Programs Management Group	<input checked="" type="checkbox"/>	Risk Management <input checked="" type="checkbox"/>
Development Applications	<input checked="" type="checkbox"/>	Roads & Construction <input checked="" type="checkbox"/>
Engineering	<input checked="" type="checkbox"/>	Sanitary Sewer Utility <input checked="" type="checkbox"/>
Facility Services & Project Development	<input checked="" type="checkbox"/>	Sanitation and Recycling Utility <input checked="" type="checkbox"/>
Fire Rescue	<input checked="" type="checkbox"/>	Transportation <input checked="" type="checkbox"/>
Flood Protection Utility	<input checked="" type="checkbox"/>	Water Utility <input checked="" type="checkbox"/>
Housing Office	<input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER
Human Resources	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO

Staff Report

Origin

The Consolidated 5 Year Financial Plan (2024-2028) Bylaw No. 10515 was adopted on January 29, 2024. Included in the Consolidated 5 Year Financial Plan (5YFP) are the City's 2024 Capital, Utility and Operating Budgets. The following budget amendments are for the 2024 Capital, Utility and Operating Budgets of the City and the Richmond Public Library Budget.

This report supports Council's Strategic Plan 2022-2026 Strategy #4 Responsible Financial Management and Governance:

4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.

Analysis

Subsequent to the adoption of the 5YFP, new projects and changes to previously established programs have occurred. Individual staff reports detailing the amendments in section 1 have been presented to Council for approval.

Increases to the operating, utility, and capital budget are required where expenses were not contemplated in the 5YFP. The current expenditure bylaw does not include these amounts and in order to comply with Section 173 of the *Community Charter*, the 5YFP needs to be amended to have authority to incur these expenditures. There is no tax impact for any of these amendments.

- 1) The Council approved amendments to the Consolidated 5 Year Financial Plan (2024-2028) presented in order of Council meeting dates, are:
 - a) At the Council meeting on October 24, 2022, Council approved the following:
 - (1) *That the No. 3 Road South Drainage Pump Station and Dike Upgrade submission to the Investing in Canada Infrastructure Program for the Adaptation, Resilience & Disaster Mitigation program sub-stream, as outlined in the staff report titled "2022 ICIP Adaptation, Resilience & Disaster Mitigation – Green Infrastructure Grant Application – No. 3 Road South Drainage Pump Station and Dike Upgrade" dated September 15, 2022 from the Director, Engineering be endorsed;*
 - (2) *That should the grant application be successful, the Chief Administrative Officer and General Manager, Engineering and Public Works, be authorized on behalf of the City to enter into an agreement with the Province for the above mentioned project; and*
 - (3) *That should the grant application be successful, a capital submission of \$13,000,000 for the No. 3 Road South Drainage Pump Station and Dike Upgrade be approved with funding from the above mentioned grant, the Drainage Improvement Reserve and Drainage DCC Program, as outlined in*

the staff report titled “2022 ICIP Adaptation, Resilience & Disaster Mitigation – Green Infrastructure Grant Application – No. 3 Road South Drainage Pump Station and Dike Upgrade” dated September 15, 2022 from the Director, Engineering, and that the Consolidated 5-Year Financial Plan (2023-2027) be amended accordingly.

The City was informed that this funding application has been approved for a total of \$9,532,900. Based on the updated DCC Bylaw (Bylaw No. 10436) that became effective on July 24, 2023, the funding from the Drainage Development Cost Charge (DCC) and the Drainage Improvement Reserve has been adjusted to \$2,722,500 and \$744,600 respectively. The 2024 Capital Budget for the Flood Protection Program will be increased by \$13,000,000 to support the No. 3 Road South Drainage Pump Station and Dike Upgrade.

b) At the Council meeting on October 23, 2023, Council approved the following:

- (1) That the application to the Community Emergency Preparedness Fund, Disaster Risk Reduction – Climate Adaptation funding stream as outlined in the staff report titled “UBCM Community Emergency Preparedness Fund: 2023/24 Disaster Risk Reduction – Climate Adaptation Grant Application” dated September 13, 2023 from the Director, Engineering be endorsed;*
- (2) That should the grant application be successful, the Chief Administrative Officer and the General Manager, Engineering and Public Works, be authorized on behalf of the City to negotiate and execute funding agreements with UBCM for the above mentioned projects; and*
- (3) That should the grant application be successful, capital projects of \$150,000 for the Nature-Based Flood Protection Solutions Assessment, \$150,000 for Emergency Flood Protection Equipment, and \$2,500,000 for Dike Rehabilitation be approved with funding from the external grant, as outlined in the staff report titled “UBCM Community Emergency Preparedness Fund: 2023/24 Disaster Risk Reduction – Climate Adaptation Grant Application” dated September 13, 2023 from the Director, Engineering, and be included in the Consolidated 5 Year Financial Plan (2024-2028) accordingly.*

The City was informed that the funding application for Nature-Based Flood Protection Solutions Assessment (\$150,000) and Dike Rehabilitation (\$2,500,000) has been approved. The application for the Emergency Flood Protection Equipment was not approved. The 2024 Capital Budget for the Flood Protection program will be increased by \$2,650,000.

c) At the Council meeting on January 15, 2024, Council approved the following:

- (1) That the 2024 Community Mural Program Projects as presented in the staff report titled “2024 Community Mural Program Projects”, dated November*

15, 2023, from the Director, Arts, Culture and Heritage Services, be approved for implementation once the Consolidated 5 Year Financial Plan (2024-2028) is adopted by Council; and

(2) That external contributions received for the 2024 Community Mural Program Projects be added to the project budget and included as an amendment to the Consolidated 5 Year Financial Plan (2024-2028).

The City received \$37,800 of external cash contributions from various applicants. The Arts, Culture and Heritage operating budget will be increased by \$37,800 funded by external cash contributions for the 2024 Community Mural Program Projects.

d) At the Council meeting on March 11, 2024, Council approved the following:

(1) That Contract 8180P – Information Technology Service Management Solution”, be awarded to Kifinti Solutions for a two-year term for an aggregate value of \$454,805.90, as described in the report titled “Award of Contract 8180P – Information Technology Service Management Solution” dated January 12, 2024, from the Director, Information Technology;

(2) That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to extend the initial two-year contract by five years up to the maximum term of seven years, for an additional value of \$294,774.31;

(3) That funding in the amount of \$58,201.58 be transferred from the Information Technology Operating Budget to the Capital Project (CY00075 – IT Service Management System Replacement) and the Consolidated 5 Year Financial Plan (2024-2028) be amended accordingly; and

(4) That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute the contract and all related documentation with Kifinti Solutions Inc. over the seven-year term.

The 2024 Capital Budget - Information Technology Program will be increased by \$58,202 funded by a transfer from Information Technology (IT) 2024 Operating budget for IT service management system replacement.

e) At the Council meeting on March 11, 2024, Council approved the following:

(1) That the Terms of Reference for the public artwork at the New Capstan Village Neighbourhood Park, as presented in the report titled “New Capstan Village Neighbourhood Park Public Artwork Terms of Reference”, from the Director, Arts, Culture and Heritage Services, dated February 5, 2024, be approved;

- (2) *That additional expenditures in the amount of \$216,925 for the New Capstan Village Neighbourhood Public Artwork and corresponding funding from the Public Art Program reserve be approved; and*
- (3) *That the Consolidated 5 Year Financial Plan (2024-2028) be amended accordingly.*

The Arts, Culture and Heritage operating budget will be increased by \$216,925 funded by the Public Art Program Reserve for New Capstan Village Neighbourhood Public Artwork.

f) At the Council meeting on March 25, 2024, Council approved the following:

- (1) *That Contract 8247P – Security Guard Services be awarded to The British Columbia Corps of Commissionaires for a three-year term for an estimated value of \$1,351,000.00, excluding taxes, as described in the report titled “Award of Contract 8247P – Security Guard Services,” dated February 12, 2024 from the Director, Facilities and Project Development;*
- (2) *That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to extend the initial three-year term up to the maximum term of five years, for the additional estimated value of \$971,000.00, excluding taxes;*
- (3) *That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to execute the contracts and all related documentation with The British Columbia Corps of Commissionaires; and*
- (4) *That the Consolidated 5 Year Financial Plan (2024-2028) be amended to increase the Engineering and Public Works operating budget by \$272,234.00 funded by the Rate Stabilization Account as detailed in the report titled “Award of Contract 8247P – Security Guard Services,” dated February 12, 2024, from the Director, Facilities and Project Development.*

The Facility Services operating budget, within Engineering and Public Works, will be increased by \$272,234 funded from the Rate Stabilization Account for security guard services.

g) At the Closed Council meeting on March 25, 2024, Council approved a one-time allocation of \$3,800,000 from the Affordable Housing Reserve, with spending expected to commence in 2025.

h) At the Council meeting on April 22, 2024, Council approved the following:

- (1) *That Option 3, as outlined in the staff report titled “Clothing and Textile Waste”, dated March 5, 2024, be endorsed;*

- (2) *That a letter be written to the Honourable George Heyman, Minister of Environment and Climate Change Strategy, to request the establishment of an extended producer responsibility program for post-consumer textile waste in British Columbia; and*
- (3) *That one-time funding of \$60,000 from the General Waste and Recycling Provision for the Clothing and Textile Waste expenditures be approved, and that the Consolidated 5 Year Financial Plan (2024-2028) be amended accordingly.*

The Sanitation and Recycling operating budget will be increased by \$60,000 funded from the General Waste and Recycling Provision for clothing and textile waste expenditures.

- i) At the Council meeting on May 27, 2024, Council approved the following:

- (1) *That the increase in project budgets for the Cambie Road and No. 5 Road Intersection Upgrade, No. 2 Road Multi-Use Pathway and Active Transportation Program 2022 be approved as presented in the report “Cambie Road and No. 5 Road Intersection Upgrade, No. 2 Road Multi-Use Pathway and Active Transportation Improvement Program 2022 –Project Update” dated April 24, 2024 from the Director, Transportation and Director, Engineering; and*
- (2) *That the 5 Year Financial Plan (2024-2028) be amended accordingly.*

The 2024 Capital Budget for the Roads program will be increased by a total of \$2,206,816 funded by an external grant. \$767,066 will be allocated to the Active Transportation Improvements Program (2022), \$749,750 to the No. 2 Road Multi-Use Pathway (2021), and \$690,000 to the Cambie Road and No. 5 Road Intersection Upgrade (2020).

- j) At the Council meeting on May 27, 2024, Council approved the following:

- (1) *That the report titled “Municipal Top-Ups for Heat Pump Retrofits in Existing Ground-Oriented Residential Homes” from the Director, Sustainability and District Energy, dated May 6, 2024, be endorsed;*
- (2) *That the City enter into a Municipal Contribution Agreement with the Province of BC and BC Hydro to offer top-up incentives for heat pump and electrical service upgrades for ground-oriented residential homes in Richmond, and the General Manager, Engineering and Public Works/Deputy Chief Administrative Officer or Chief Administrative Officer be authorized to execute the agreement; and*

- (3) That the Consolidated 5 Year Financial Plan (2024-2028) be amended accordingly.*

The Climate & Environment operating budget will be increased by \$130,000 funded from the Local Government Climate Action Program (LGCAP) grant revenues for heat pump and electrical service upgrade rebate program. Climate & Environment anticipates spending \$60,000 in 2024 and \$70,000 in 2025 for this upgrade rebate program.

- k) At the Council meeting on June 10, 2024, Council approved the following:

- (1) That Council endorse a funding application in the amount of \$175,000, to be submitted to the Federation of Canadian Municipalities (FCM), to conduct a feasibility study on a low-interest energy retrofit financing program for existing ground-oriented residential buildings;*
- (2) That the Chief Administrative Officer and General Manager, Engineering and Public Works, be authorized to enter into a funding agreement with FCM, should the application be successful; and*
- (3) That the Consolidated 5 Year Financial Plan (2024-2028) be amended accordingly.*

The Climate & Environment operating budget will be increased by \$220,000 funded from the Local Government Climate Action Program (LGCAP) grant revenues for the feasibility study.

- l) At the Council meeting on June 24, 2024, Council approved the following:

- (1) That Contract 8225Q – Bike Reuse Pilot Program as detailed in the staff report titled “Award of Contract 8225Q – Bike Reuse Pilot Program” dated May 14, 2024 from the Director, Public Works Operations be awarded for an initial one-year term effective August 1, 2024 to Pedal Foundation for an estimated total value of \$82,269; and*
- (2) That one-time funding of \$91,000 from the General Solid Waste and Recycling Provision for the Bike Reuse Pilot expenditures be approved and that the Consolidated 5 Year Financial Plan (2024-2028) be amended accordingly.*

The Sanitation and Recycling operating budget will be increased by \$91,000 funded from the General Solid Waste and Recycling Provision for Bike Reuse Pilot expenditures.

- m) At the Council meeting on July 8, 2024, Council approved the following:

- (1A) *That the program, Site A location, two-storey form and concept design as described in the staff report titled, "Hugh Boyd Community Facility and Fieldhouse – Program, Site Selection, Form and Concept Design," dated June 3, 2024, from the Director, Facilities and Project Development and the Director, Recreation and Sport Services, be approved;*
- (1B) *That staff be directed to consider the costs and utility for a movable wall for the proposed second floor multi-use space and replacing the servery with a kitchen;*
- (2) *That the capital budget in the amount of \$19 million be approved and funded from the Growing Communities Reserve Fund (\$17,712,669) and Capital Building and Infrastructure Reserve (\$1,287,331) as outlined in the report titled, "Hugh Boyd Community Facility and Fieldhouse – Program, Site Selection, Form and Concept Design," dated June 3, 2024, from the Director, Facilities and Project Development and the Director, Recreation and Sport Services; and*
- (3) *That the Consolidated 5 year Financial Plan (2024-2028) be amended accordingly.*

The 2024 Capital Budget – Building Program will be increased by \$19,000,000 which comprised of \$17,712,669 funded by the Growing Communities Reserve Fund and \$1,287,331 from Capital Building and Infrastructure Reserve for the Hugh Boyd Community Facility and Fieldhouse.

- n) At the Closed Council meeting on July 22, 2024, Council approved to increase the Parks operating budget by \$3,100,000. \$2,100,000 will be funded from the Rate Stabilization Account and \$1,000,000 funded from appropriated surplus.
- o) At the Council meeting on July 22, 2024, Council approved the following:

That Option 2C - Limited Service Kitchen, with Premium Movable Wall, is the preferred option from Table 3 in the staff report titled, "Hugh Boyd Community Facility and Fieldhouse – Referral Response," dated July 9, 2024, from the Director, Facilities and Project Development and the Director, Recreation and Sport Services and, that the capital budget and Consolidated 5 year Financial Plan (2024-2028) be amended by \$850,000.

The 2024 Capital Budget – Building Program will be increased by \$850,000 funded by the Capital Building and Infrastructure Reserve for the Hugh Boyd Community Facility and Fieldhouse.

- 2) Budget Amendment Policy 3001 states that changes to the Capital Budget be reported to the Finance Committee and included in the staff report when the City's 5 Year Financial Plan amendments are presented. The following amendments to the Capital Budget are funded by

external contributions, transfer of existing budget resources, or funding from reserves or provisions:

- a) i. The budget for the existing projects will be increased by a total of \$618,380 funded by external grants and contributions approved or received throughout the year that were not outlined in the previous section. The increase in the existing capital budget by program is summarized in Table 1:

Table 1: Budget increase funded by external contributions (in \$000's)

Capital Programs	Amount
Infrastructure Advanced Design and Minor Public Works	\$218
Parks	160
Equipment	137
Roads	103
Total	\$618

- ii. The Consolidated 5 Year Financial Plan includes an estimate of \$10,000,000 in Contingent External Contributions for external grants and contributions that may be approved or received throughout the year for various capital projects. Spending will only be incurred if the funding is confirmed. Once the funding is confirmed, the amount is transferred into the applicable capital program. The entire amount has been utilized to date.
- b) i. At the Closed Council meeting on May 27, 2024, Council approved a capital transaction where 94.05% will be funded from Parks Acquisition DCC and 5.95% will be funded from Capital Reserve (Revolving). The portion funded from Capital Reserve (Revolving) presents the portion of the capital project that benefits existing population and the required 1% DCC municipal assist factor. Since funding was not fully available within the approved Parkland Acquisition capital projects on the transaction date, this transaction was partially funded by the Strategic Land Acquisition capital projects. Therefore, repayment from the Parks Acquisition DCC program and the Capital Reserve (Revolving) to the Capital Reserve (Industrial Use Fund), including interest, is required for the amount funded through the Strategic Land Acquisition capital projects. An estimate for the repayment from the Parks Acquisition DCC program and the Capital Reserve (Revolving) to the Capital Reserve (Industrial Use Fund) will be included as an amendment to the Consolidated 5 Year Financial Plan for expenditure authorization until the amount is fully repaid.
- ii. The capital budget for the Land program will be increased by \$36,200,000 funded by the Capital Reserve (Industrial Use Fund) for the approved budget being used for this transaction.
- c) At the time of the Council approval of the 2024 Capital Budget report, there was insufficient funding in the Parks Development DCC program to fund two recommended capital submissions (Hugh Boyd Community Park Playground Renewal and Minoru

Lakes Renewal: Phase 2). Therefore, these two capital submissions were approved to be funded from Parks Acquisition DCC program for a total amount of \$940,500 and be repaid from Parks Development DCC program. The repayment from the Parks Development DCC program to the Parks Acquisition DCC program is included as an amendment to the Consolidated 5 Year Financial Plan.

- d) At the Richmond Public Library’s Board meeting on July 31, 2024, the Library Board approved the utilization of \$350,000 from IT Infrastructure Provision and \$360,000 from Library Enhancement Provision to support two facility renovation projects at the Brighthouse library. The 2024 Capital Budget - Building program will be increased by \$710,000 funded by Library’s IT Infrastructure Provision (\$350,000) and Library Enhancement Provision (\$360,000) for the facility renovation at the Brighthouse Library.
- 3) Budget Amendment Policy 3001 states that changes to salaries be reported to the Finance Committee. The following amendments will result in no tax impact to the 2024 Operating Budget:
- a) Increase City’s salary budget by \$6,816,000 funded by appropriated surplus for the CUPE 718 and 394 Collective Agreements that were ratified on May 21, 2024. The increase for the salary budget is summarized in Table 2:

Table 2: Salary increase funded by appropriated surplus (in \$000’s)

City Divisions	Amount
Parks, Recreation and Culture	1,874
Engineering and Public Works	1,655
Finance and Corporate Services	710
Law and Community Safety	688
Sanitary Sewer Utility	556
Planning and Development Services	472
Water Utility	469
Sanitation and Recycling Utility	237
Corporate Administration	108
Flood Protection Utility	47
Total	\$6,816

- b) Reallocate \$180,000 within Building Approval operating budget from salaries to consulting expenses for plan review.
- c) Included in the Local Government Climate Action Program (LGCAP) grant revenues is funding of \$55,125 for a one year Temporary Full-Time Corporate Energy Manager from September to December 2024.
- d) Reallocate \$57,194 from Parks, Recreation and Culture salary budget to Law and Community Safety salary budget for Wharves Bylaw Enforcement.

- e) Increase Project Development’s salary budget for \$453,988 for three regular full-time positions: Project Coordinator, Project Manager and Senior Project Manager funded from the Works Yard Replacement capital project.
 - f) Included in the Housing Accelerator Fund grant is salary estimates of \$1,304,546 for various Development Applications and Housing Office positions, including the Housing Director.
- 4) Budget Amendment Policy 3001 states that increases in City’s expenditures are only permitted where funding is from sources other than taxation and utility fees. The following amendments to the Operating and Utility Budget are funded by external grants, transfer of existing budget resources, or funding from provisions or reserve and has no tax impact.
- a)
 - i. An estimate of \$7,000,000 had been included in the budget for operating grants that the City had applied for or will apply for in the future as funding programs are announced. Spending will only be incurred against this estimated budget in accordance with the approved funding agreement for the specific initiative. Approved funding will be transferred to the appropriate division’s budget through the financial plan amendment. The entire estimated amount has been utilized to date.
 - ii. The following Table 3 summarizes the confirmed grant funding by department. The operating budget will be increased accordingly.

Table 3 Department Operating Grants – Summary (in \$000’s)		Ref	Amount
Arts, Culture and Heritage Services			
1	Japanese Canadian Legacies Society grant for Japanese Canadian Boat Building Exhibit		200
2	Canadian Heritage's Celebrate Canada Program grant for Steveston Salmon Festival		25
3	Ministry of Tourism, Arts, Culture, and Sport grant for Cherry Blossom Festival		4
Climate & Environment			
4	LGCAP grant for Energy Retrofits Financing Options Feasibility Study	1k	220
5	LGCAP grant for Municipal Rebate Program for Heat Pump Retrofits	1j	60
6	LGCAP grant to fund Temporary Full Time Corporate Energy Manager	3c	55
Community Recreation Services			
7	ParticipACTION 2024 Community Challenge grant		15
Community Social Development			
8	Government of Canada’s New Horizons for Seniors Program grant to facilitate a community-based project to support seniors in Richmond		25
9	Richmond Accessibility Plan 2023-2033 from Disability Alliance BC		4
Development Applications			
10	Housing Accelerator Fund		542

Table 3 Department Operating Grants – Summary (in \$000's)- continued		Ref	Amount
Housing Office			
11	Housing Accelerator Fund		5,548
Parks Programs			
12	The Living Cities Canada Fund from Green Communities Canada		15
13	TD Bank Tree Days grant		5
Policy Planning			
14	Province of BC capacity funding for local government implementation of the legislative changes to support housing initiatives		1,146
Project Development			
15	Rick Hansen Foundation grant for accessibility upgrades of City Facilities		82
Risk Management			
16	Municipal Insurance Association of British Columbia grant for cybersecurity enhancements		150
Total Amended 2024 Department Operating Grants			\$8,096

- b) Increase the operating and utility budget by \$1,760,000 funded by recoverable revenue through a developer service agreement. The contract expense will be increased by \$880,000 in 2024 and \$880,000 in 2025 and is expected to be recorded as tangible capital assets including approximately \$1.3M in Roads infrastructure, \$0.2M in Flood Protection infrastructure, \$0.1M in Water infrastructure and \$0.1M in Sanitary Sewer infrastructure.
- c) Reallocate \$660,000 within the Law and Community Safety operating budget from Policing to Fire Rescue, Community Bylaws and Business Licenses for the purchase of personal protective equipment and to Community Safety Administration for consulting expenses.
- d) Increase Richmond Public Library operating budget by \$272,000 for various programs and initiatives previously approved by the Library Board funded from Library's General Operating Surplus.
- e) Increase Human Resources operating budget by \$250,000 funded by the Arbitration Provision for arbitration expenses.
- f) Increase Roads operating budget by \$160,604 funded by developer receivable revenues for structural assessment and monitoring of the No. 2 Road Bridge.
- g) Increase the Fire Rescue operating budget by \$60,000 for recruitment costs recovered from candidates.
- h) Increase the Corporate Programs Management Group operating budget by \$45,360 for consulting costs recovered from Tourism Richmond.

- i) Reallocate \$23,000 from Fiscal operating budget to Facility Services operating budget for vehicle usage charges.
 - j) Reallocate \$16,000 operating expenditure budget from Heritage Services with \$13,000 being reallocated to Community Bylaws and the remaining \$3,000 reallocated to Parks Services; and reallocate \$16,000 operating revenue budget from Heritage Services to Community Bylaws for Wharves Bylaw Enforcement.
- 5) The following amendment represents an administrative change and has no tax impact:
- a) Subsequent to the approval of the 2024 budget, the CAO announced a reorganization, which has resulted in the following change to the financial plan:
 - i. The Law department is moved from the Law and Legislative Services division to the Law and Community Safety division (formerly the Community Safety division).
 - ii. The Legislative Services department is moved from the Law and Legislative Services division to the Finance and Corporate Services division.
 - iii. The Law & Legislative Services division line is removed.
 - iv. The Transportation department is moved from the Planning and Development Services division to the Engineering and Public Works division.
 - v. The Affordable Housing section is moved from Community Social Development to the Housing Office.

Financial Impact

The proposed 2024-2028 budget amendments have no tax impact. Additional expenses included in the amended financial plan are funded by external sources or existing appropriations.

Table 4 summarizes the changes to operating and utility revenue and expenses. The Consolidated 5 Year Financial Plan (2024-2028) Amendment is presented in Attachment 1.

Table 4 Net Budget – Summary of Changes (in \$000’s)		Ref	Amount
Net Budget as at January 29, 2024			\$81,573
Revenue			
1	Parks Acquisition DCC Repayment	2b.i, 2c	36,116
2	No. 3 Road South Drainage Pump Station and Dike Upgrade	1a	12,255
3	Confirmed grant funding for Operating and Utility budgets	Table 3	8,096
4	UBCM Community Emergency Preparedness Fund	1b	2,650
5	TransLink and ICBC Funding Programs (2020-2023)	1i	2,207
6	Service Agreement Contribution at 23233 Gilley Road (Lot 2) and 23100 Garripie Avenue (Lot 3)	4b	880
7	Various Grants and External Sources for Capital Projects	2a.i	618
8	Structural Assessment and Monitoring of the No. 2 Road Bridge	4f	161
9	Firefighter recruits cost recoveries	4g	60
10	Consulting costs recovered from Tourism Richmond	4h	45
11	2024 Community Mural Program external contributions	1c	38

Table 4 Net Budget – Summary of Changes (in \$000's)- continued		Ref	Amount
12	Reallocation of Heritage to Wharves Bylaw Enforcement	4j	-
13	Removed estimated external grants	4a.i	(7,000)
14	Contingent External Contributions	2a.ii	(10,000)
Total Revenue Amendments			46,126
Expenses			
1	Confirmed grant funding for Operating and Utility budgets	Table 3	8,096
2	Ratification of Collective Agreements for CUPE 718 and 394	3a	6,816
3	Increase in the Parks operating budget	1n	3,100
4	Security Guard Services at City Hall and City Hall Annex funded by Rate Stabilization Account	1f	272
5	Library programs & initiatives funded from general operating surplus	4d	272
6	Arbitration expenses funded from Arbitration Provision	4e	250
7	Capstan Village Neighbourhood Public Artwork funded by Public Art Program Reserve	1e	217
8	No. 2 Road Bridge Structural Assessment receivable	4f	161
9	Bike Reuse Pilot Program fund from General Solid Waste and Recycling Provision	1l	91
10	Clothing and Textile Waste expenses funded by General Waste and Recycling Provision	1h	60
11	Firefighter recruits cost recoveries	4g	60
12	Consulting costs recovered from Tourism Richmond	4h	45
13	2024 Community Mural Program external contributions	1c	38
14	One-time allocation from Affordable Housing Reserve *	1g	-
15	Service Agreement Contribution at 23233 Gilley Road (Lot 2) and 23100 Garripie Avenue (Lot 3)	4b	-
16	Reallocate of vehicle usage charge operating budget from Fiscal to Facility Services	4i	-
17	Reallocate Law and Community Safety operating budgets for consulting expenses and purchase of personal protective equipment	4c	-
18	Reallocation of Wharves Bylaw Enforcement and Programming	3d, 4j	-
19	Regular full-time positions for Project Coordinator, Project Manager and Senior Project Manager funded from the Works Yard Replacement capital project	3e	-
20	Reallocate Building Approval salary budget to consulting for plan review	3b	-
21	Division reorganization changes to the financial plan	5a	-
22	Transfer IT 2024 Operating Budget to fund 2024 Capital Budget for IT service management system replacement	1d	(58)
23	Removed estimated external grants	4a.i	(7,000)
Total Expenses Amendments			12,420
NET AMENDMENT			33,706
Total Amended 2024 Net Budget			\$115,279

*No change to the 2024 expense budget as spending is not expected to be incurred until 2025.

Table 5 summarizes the changes to the Capital Budget. The Amended Capital Plan Funding Sources for 2024-2028 is presented in Attachment 2 and the Amended Capital Plan Summary for 2024-2028 are presented in Attachment 3.

Table 5 Capital Budget – Summary of Changes (in \$000's)		Ref	Amount
City Capital Budget as at January 29, 2024			\$210,900
1	No. 3 Road South Drainage Pump Station and Dike Upgrade	1a	13,000
2	UBCM Community Emergency Preparedness Fund	1b	2,650
3	IT Service Management System Replacement	1d	58
4	TransLink and ICBC Funding Programs (2020-2023)	1i	2,207
5	Hugh Boyd Community Facility and Fieldhouse	1m, 1o	19,850
6	Various Grants and External Sources	2a.i	618
7	Contingent External Contributions	2a.ii	(10,000)
8	Parks Acquisition DCC Repayment	2b.i	37,401
9	Strategic Real Estate Acquisition Budget Increase	2b.ii	36,200
10	Parks Development DCC Repayment	2c	940
11	Facility Renovation at Brighthouse Library	2d	710
Sub-total			103,634
Total Amended 2024 City Capital Budget			\$314,534

The Consolidated 5 Year Financial Plan (2024-2028) Bylaw No. 10515, Amendment Bylaw No. 10604 is included as Attachment 4.

Conclusion

Staff recommend that Council approve the 2024 Capital, Operating, Utility and Richmond Public Library Budget amendments to the Consolidated 5 Year Financial Plan Bylaw. The proposed 2024 budget amendments have no tax impact.

The 2024 financial plan amendment includes approved capital grants and contributions totaling \$15,008,096 and operating grants totaling \$8,096,000.

Table 6 summarizes the amendment changes to the Consolidated 5 Year Financial Plan Bylaw.

Table 6 Summary of Changes (in \$000's)	2024 Budget Changes
Revenue	
Sales of Services	\$1,086
Provincial and Federal Grants	1,768
Other Revenue	(574)
Development Cost Charges	38,838
Other Capital Funding Sources	5,008
Total Revenue Amendments	46,126

Table 6 Summary of Changes (in \$000's)- continued		2024 Budget Changes
Expenses		
Law and Community Safety		3,877
Engineering and Public Works		12,757
Parks, Recreation and Culture		5,422
Planning and Development Services		(2,493)
Finance and Corporate Services		3,110
Corporate Administration		403
Law and Legislative Services		(5,367)
Fiscal		(7,021)
Utility Budget		
Water Utility		469
Sanitary Sewer Utility		556
Sanitation and Recycling Utility		388
Flood Protection Utility		47
Richmond Public Library		272
Total Expense Amendments		12,420
Net Changes		33,706
Transfers		
Bylaw 7812 S.1.1.1 (j)		(217)
Transfer To (From) Surplus		(10,803)
Capital Expenditures - Current Year		103,634
Capital Funding		(58,908)
Total Transfers/Amortization Amendments		33,706
Balanced Budget		\$-

As required in Section 166 of the *Community Charter*, staff will conduct a process of public consultation prior to bylaw adoption, which is anticipated to be October 21, 2024.



Mike Ching, CPA, CMA
 Director, Finance
 (604-276-4137)

MC:gh

- Att. 1: Amended Revenue, Expenses and Transfers (2024-2028)
- 2: Amended Capital Plan Funding Sources (2024-2028)
- 3: Amended 5 Year Capital Plan Summary (2024-2028)
- 4: Consolidated 5 Year Financial Plan (2024-2028) Bylaw No. 10515, Amendment Bylaw No. 10604

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2024-2028)
AMENDED REVENUE AND EXPENSES
(In \$000's)

	2024	2025	2026	2027	2028
	Amended	Amended	Amended	Amended	Amended
	Budget	Plan	Plan	Plan	Plan
Revenue:					
Taxation and Levies	306,676	329,002	350,202	369,190	389,906
Utility Fees	148,459	161,525	174,620	188,412	203,477
Sales of Services	55,641	57,288	57,787	58,975	60,140
Provincial and Federal Grants	28,405	29,314	30,261	30,808	31,366
Investment Income	25,635	23,356	21,174	19,180	17,300
Other Revenue	14,962	13,442	13,645	13,884	14,129
Payments In Lieu of Taxes	14,650	15,095	15,547	16,016	16,499
Licenses and Permits	12,832	13,087	13,341	13,603	13,870
Gaming Revenue	12,500	12,500	12,500	12,500	12,500
Developer Contributed Assets	45,640	45,640	45,640	71,421	45,640
Development Cost Charges	55,445	18,145	20,117	13,655	10,814
Other Capital Funding Sources	27,486	25,094	15,155	11,400	11,400
	\$748,331	\$743,488	\$769,989	\$819,044	\$827,041
Expenses:					
Law and Community Safety	158,937	163,207	170,166	176,203	182,445
Engineering and Public Works	86,187	82,971	85,105	86,598	88,113
Parks, Recreation and Culture	85,155	77,212	79,959	81,888	83,859
Planning and Development Services	42,690	35,678	32,872	33,735	35,847
Finance and Corporate Services	35,027	33,409	34,873	35,810	36,771
Corporate Administration	11,709	11,100	11,521	11,863	12,215
Fiscal	26,696	33,372	35,955	39,019	42,244
Debt Interest	4,769	3,926	3,926	3,926	3,926
Utility Budget					
Water Utility	53,745	57,997	63,033	68,419	74,415
Sanitary Sewer Utility	48,918	53,412	58,531	64,081	70,281
Sanitation and Recycling Utility	25,905	25,681	26,338	26,962	27,601
Flood Protection Utility	20,272	20,429	20,682	20,892	21,103
Richmond Olympic Oval Corporation	20,274	20,816	21,251	21,696	22,151
Richmond Public Library	12,768	12,762	13,144	13,459	13,783
	\$633,052	\$631,972	\$657,356	\$684,551	\$714,754
Annual Surplus	\$115,279	\$111,516	\$112,633	\$134,493	\$112,287

**CITY OF RICHMOND
 CONSOLIDATED 5 YEAR FINANCIAL PLAN (2024-2028)
 AMENDED TRANSFERS
 (In \$000's)**

	2024 Amended Budget	2025 Amended Plan	2026 Amended Plan	2027 Amended Plan	2028 Amended Plan
Transfers:					
Debt Principal	9,612	3,649	3,764	3,895	4,032
Transfer To Reserves	97,079	102,127	107,374	112,831	118,473
Transfer from Reserves to fund					
Operating Reserve Programs:					
Bylaw 8206	(450)	(4,200)	(400)	(400)	(400)
Bylaw 8877	(210)	(210)	(210)	(210)	(210)
Bylaw 7812 S.1.1.1 (a)	(2,735)	(525)	(525)	(525)	(525)
Bylaw 7812 S.1.1.1 (d)	(50)	(50)	(50)	(50)	(50)
Bylaw 7812 S.1.1.1 (j)	(613)	(158)	(158)	(158)	(158)
Operating Reserves - Prior Years	(4,093)	-	-	-	-
Transfer To (From) Surplus	(23,940)	14,723	15,520	16,229	16,869
Capital Expenditures - Current Year	314,534	166,885	174,622	125,350	126,529
Capital Expenditures - Prior Years	231,528	290,271	310,273	318,715	307,435
Capital Expenditures – Developer Contributed Assets	45,640	45,640	45,640	71,421	45,640
Capital Expenditures - Richmond Public Library	610	610	610	610	610
Capital Funding	(551,633)	(507,246)	(543,827)	(513,215)	(505,958)
Transfers/Amortization offset:	\$115,279	\$111,516	\$112,633	\$134,493	\$112,287
Balanced Budget	\$-	\$-	\$-	\$-	\$-
Tax Increase	5.62%	6.05%	5.34%	4.32%	4.55%

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN
AMENDED CAPITAL PLAN FUNDING SOURCES (2024-2028)
(In \$000's)

DCC Reserves	2024 Amended	2025	2026	2027	2028
Drainage DCC	3,861	2,723	3,906	1,609	328
Parks Acquisition DCC	39,878	3,762	3,762	3,762	3,762
Parks Development DCC	2,888	1,288	846	959	846
Roads DCC	7,277	8,559	9,828	5,878	5,878
Sanitary DCC	104	509	79	-	-
Water DCC	1,437	1,304	1,696	1,447	-
Total DCC	\$55,445	\$18,145	\$20,117	\$13,655	\$10,814
Statutory Reserves					
Capital Building and Infrastructure	58,871	29,300	45,800	27,500	15,500
Capital Reserve	69,306	15,851	22,553	15,921	21,163
Capstan Station	-	2,000	-	-	-
Drainage Improvement	13,491	-	-	-	-
Equipment Replacement	5,026	4,225	5,705	5,467	3,108
Flood Protection BL10403	3,238	23,456	17,440	20,715	22,203
Growing Communities Reserve Fund	21,067	17,000	-	-	-
Sanitary Sewer	8,464	6,912	6,321	3,823	550
Sanitary Sewer BL10401	8,443	-	6,675	2,800	10,789
Water Supply BL10402	11,807	-	9,325	2,324	17,465
Watermain Replacement	9,646	9,396	10,178	8,939	-
Total Statutory Reserves	\$209,359	\$108,140	\$123,997	\$87,489	\$90,778
Other Sources					
Enterprise Fund	490	-	-	-	-
Grant and Developer Contribution	27,486	25,094	15,155	11,400	11,400
Other Sources	16,543	13,010	12,627	10,875	11,268
Sewer Levy	350	513	215	65	221
Solid Waste and Recycling	600	300	300	300	300
Steveston Community Amenity Fund	2,600	-	550	-	-
Water Levy	1,661	1,683	1,661	1,566	1,748
Total Other Sources	\$49,730	\$40,600	\$30,508	\$24,206	\$24,937
Total Capital Program	\$314,534	\$166,885	\$174,622	\$125,350	\$126,529

**CITY OF RICHMOND
AMENDED 5 YEAR CAPITAL PLAN SUMMARY (2024-2028)**

(In \$000's)

	2024 Amended Budget	2025	2026	2027	2028
Infrastructure Program					
Roads	22,360	23,180	22,721	13,033	13,296
Flood Protection	36,211	36,956	20,529	21,301	21,016
Water	9,618	10,236	11,110	13,146	11,490
Sanitary Sewer	8,150	6,417	5,614	5,541	5,800
Infrastructure Advanced Design and Minor Public Works	5,798	4,320	4,703	3,655	4,015
Total Infrastructure Program	\$82,137	\$81,109	\$64,677	\$56,676	\$55,617
Building Program					
Building	108,208	34,500	57,900	31,500	35,500
Heritage	13,500	15,800	16,450	-	-
Total Building Program	\$121,708	\$50,300	\$74,350	\$31,500	\$35,500
Parks Program					
Parks	8,085	4,870	2,650	6,270	6,400
Parkland	4,000	4,000	4,000	4,000	4,000
Total Parks Program	\$12,085	\$8,870	\$6,650	\$10,270	\$10,400
Land Program	\$47,386	\$10,000	\$10,000	\$10,000	\$10,000
Equipment Program					
Vehicle	3,875	3,983	4,013	3,416	3,455
Community Safety Vehicle	1,815	-	-	-	-
Fire Vehicle	1,476	220	1,916	2,290	336
Equipment	687	782	1,715	655	550
Total Equipment Program	\$7,853	\$4,985	\$7,644	\$6,361	\$4,341
Information Technology Program	\$5,024	\$1,621	\$1,301	\$543	\$671
Contingent External Contributions	-	\$10,000	\$10,000	\$10,000	\$10,000
Internal Transfers/Debt Payment	\$38,341	-	-	-	-
Total Capital Program	\$314,534	\$166,885	\$174,622	\$125,350	\$126,529



**Consolidated 5 Year Financial Plan (2024-2028) Bylaw No. 10515,
Amendment Bylaw No. 10604**

The Council of the City of Richmond enacts as follows:

1. Schedule "A", Schedule "B", and Schedule "C" of the Consolidated 5 Year Financial Plan (2024-2028) Bylaw No. 10515, are deleted and replaced with Schedule "A", Schedule "B", and Schedule "C" attached to and forming part of this amendment bylaw.
2. This Bylaw is cited as "**Consolidated 5 Year Financial Plan (2024-2028) Bylaw No. 10515, Amendment Bylaw No. 10604**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>MC</i>
APPROVED for legality by Solicitor <i>JA</i>

MAYOR

CORPORATE OFFICER

SCHEDULE A:

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2024-2028)
AMENDED REVENUE AND EXPENSES
(In \$000's)

	2024 Amended Budget	2025 Amended Plan	2026 Amended Plan	2027 Amended Plan	2028 Amended Plan
Revenue:					
Taxation and Levies	306,676	329,002	350,202	369,190	389,906
Utility Fees	148,459	161,525	174,620	188,412	203,477
Sales of Services	55,641	57,288	57,787	58,975	60,140
Provincial and Federal Grants	28,405	29,314	30,261	30,808	31,366
Investment Income	25,635	23,356	21,174	19,180	17,300
Other Revenue	14,962	13,442	13,645	13,884	14,129
Payments In Lieu of Taxes	14,650	15,095	15,547	16,016	16,499
Licenses and Permits	12,832	13,087	13,341	13,603	13,870
Gaming Revenue	12,500	12,500	12,500	12,500	12,500
Developer Contributed Assets	45,640	45,640	45,640	71,421	45,640
Development Cost Charges	55,445	18,145	20,117	13,655	10,814
Other Capital Funding Sources	27,486	25,094	15,155	11,400	11,400
	\$748,331	\$743,488	\$769,989	\$819,044	\$827,041
Expenses:					
Law and Community Safety	158,937	163,207	170,166	176,203	182,445
Engineering and Public Works	86,187	82,971	85,105	86,598	88,113
Parks, Recreation and Culture	85,155	77,212	79,959	81,888	83,859
Planning and Development Services	42,690	35,678	32,872	33,735	35,847
Finance and Corporate Services	35,027	33,409	34,873	35,810	36,771
Corporate Administration	11,709	11,100	11,521	11,863	12,215
Fiscal	26,696	33,372	35,955	39,019	42,244
Debt Interest	4,769	3,926	3,926	3,926	3,926
Utility Budget					
Water Utility	53,745	57,997	63,033	68,419	74,415
Sanitary Sewer Utility	48,918	53,412	58,531	64,081	70,281
Sanitation and Recycling Utility	25,905	25,681	26,338	26,962	27,601
Flood Protection Utility	20,272	20,429	20,682	20,892	21,103
Richmond Olympic Oval Corporation	20,274	20,816	21,251	21,696	22,151
Richmond Public Library	12,768	12,762	13,144	13,459	13,783
	\$633,052	\$631,972	\$657,356	\$684,551	\$714,754
Annual Surplus	\$115,279	\$111,516	\$112,633	\$134,493	\$112,287

SCHEDULE A (CONT'D):

**CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2024-2028)
AMENDED TRANSFERS
(In \$000's)**

	2024 Amended Budget	2025 Amended Plan	2026 Amended Plan	2027 Amended Plan	2028 Amended Plan
Transfers:					
Debt Principal	9,612	3,649	3,764	3,895	4,032
Transfer To Reserves	97,079	102,127	107,374	112,831	118,473
Transfer from Reserves to fund					
Operating Reserve Programs:					
Bylaw 8206	(450)	(4,200)	(400)	(400)	(400)
Bylaw 8877	(210)	(210)	(210)	(210)	(210)
Bylaw 7812 S. 1.1.1 (a)	(2,735)	(525)	(525)	(525)	(525)
Bylaw 7812 S. 1.1.1 (d)	(50)	(50)	(50)	(50)	(50)
Bylaw 7812 S. 1.1.1 (j)	(613)	(158)	(158)	(158)	(158)
Operating Reserves – Prior Years	(4,093)	-	-	-	-
Transfer To (From) Surplus	(23,940)	14,723	15,520	16,229	16,869
Capital Expenditures - Current Year	314,534	166,885	174,622	125,350	126,529
Capital Expenditures - Prior Years	231,528	290,271	310,273	318,715	307,435
Capital Expenditures – Developer Contributed Assets	45,640	45,640	45,640	71,421	45,640
Capital Expenditures - Richmond Public Library	610	610	610	610	610
Capital Funding	(551,633)	(507,246)	(543,827)	(513,215)	(505,958)
Transfers/Amortization offset:	\$115,279	\$111,516	\$112,633	\$134,493	\$112,287
Balanced Budget	\$-	\$-	\$-	\$-	\$-
Tax Increase	5.62%	6.05%	5.34%	4.32%	4.55%

SCHEDULE B:

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN
AMENDED CAPITAL PLAN FUNDING SOURCES (2024-2028)
(In \$000's)

	2024 Amended	2025	2026	2027	2028
DCC Reserves					
Drainage DCC	3,861	2,723	3,906	1,609	328
Parks Acquisition DCC	39,878	3,762	3,762	3,762	3,762
Parks Development DCC	2,888	1,288	846	959	846
Roads DCC	7,277	8,559	9,828	5,878	5,878
Sanitary DCC	104	509	79	-	-
Water DCC	1,437	1,304	1,696	1,447	-
Total DCC	\$55,445	\$18,145	\$20,117	\$13,655	\$10,814
Statutory Reserves					
Capital Building and Infrastructure	58,871	29,300	45,800	27,500	15,500
Capital Reserve	69,306	15,851	22,553	15,921	21,163
Capstan Station	-	2,000	-	-	-
Drainage Improvement	13,491	-	-	-	-
Equipment Replacement	5,026	4,225	5,705	5,467	3,108
Flood Protection BL 10403	3,238	23,456	17,440	20,715	22,203
Growing Communities Reserve Fund	21,067	17,000	-	-	-
Sanitary Sewer	8,464	6,912	6,321	3,823	550
Sanitary Sewer BL 10401	8,443	-	6,675	2,800	10,789
Water Supply BL 10402	11,807	-	9,325	2,324	17,465
Watermain Replacement	9,646	9,396	10,178	8,939	-
Total Statutory Reserves	\$209,359	\$108,140	\$123,997	\$87,489	\$90,778
Other Sources					
Enterprise Fund	490	-	-	-	-
Grant and Developer Contribution	27,486	25,094	15,155	11,400	11,400
Other Sources	16,543	13,010	12,627	10,875	11,268
Sewer Levy	350	513	215	65	221
Solid Waste and Recycling	600	300	300	300	300
Steveston Community Amenity Fund	2,600	-	550	-	-
Water Levy	1,661	1,683	1,661	1,566	1,748
Total Other Sources	\$49,730	\$40,600	\$30,508	\$24,206	\$24,937
Total Capital Program	\$314,534	\$166,885	\$174,622	\$125,350	\$126,529

SCHEDULE C:

**CITY OF RICHMOND
 CONSOLIDATED 5 YEAR FINANCIAL PLAN (2024-2028)
 AMENDED STATEMENT OF POLICIES AND OBJECTIVES**

Revenue Proportions By Funding Source

Property taxes are the largest portion of revenue for any municipality. Taxes provide a stable and consistent source of revenue for many services that are difficult or undesirable to fund on a user-pay basis. These include services such as community safety, general government, libraries and park maintenance.

Objective:

- Maintain revenue proportion from property taxes at current level or lower

Policies:

- Tax increases will be at CPI + 1% for transfers to reserves
- Annually, review and increase user fee levels by consumer price index (CPI).
- Any increase in alternative revenues and economic development beyond all financial strategy targets can be utilized for increased levels of service or to reduce the tax rate.

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2024.

Table 1:

Funding Source	% of Total Revenue
Property Taxes	49.5%
User Fees	23.9%
Sales of Services	9.0%
Provincial and Federal Grants	4.6%
Investment Income	4.1%
Payments in Lieu of Taxes	2.4%
Licenses and Permits	2.1%
Gaming Revenue	2.0%
Other	2.4%
Total Operating and Utility Funding Sources	100.0%

SCHEDULE C (CONT'D):

**CITY OF RICHMOND
 CONSOLIDATED 5 YEAR FINANCIAL PLAN (2024-2028)
 AMENDED STATEMENT OF POLICIES AND OBJECTIVES**

Distribution of Property Taxes

Table 2 provides the 2024 distribution of property tax revenue among the property classes.

Objective:

- Maintain the City’s business to residential tax ratio in the middle in comparison to other municipalities. This will ensure that the City will remain competitive with other municipalities in attracting and retaining businesses.

Policies:

- Regularly review and compare the City’s tax ratio between residential property owners and business property owners relative to other municipalities in Metro Vancouver.

Table 2: (Based on the 2024 Revised Roll figures)

Property Class	% of Tax Burden
Residential (1)	57.20%
Business (6)	32.20%
Light Industry (5)	8.62%
Others (2,3,4,8 & 9)	1.98%
Total	100.00%

Permissive Tax Exemptions

Objective:

- Council passes the annual permissive exemption bylaw to exempt certain properties from property tax in accordance with guidelines set out by Council Policy and the *Community Charter*. There is no legal obligation to grant exemptions.
- Permissive exemptions are evaluated with consideration to minimizing the tax burden to be shifted to the general taxpayer.

Policy:

- Exemptions are reviewed on an annual basis and are granted to those organizations meeting the requirements as set out under Council Policy 3561 and Sections 220 and 224 of the *Community Charter*.



City of Richmond

Report to Committee

To: Finance Committee

Date: September 9, 2024

From: Mike Ching
Director, Finance



File: 03-1240-01/2024-Vol
01

Re: Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10568

Staff Recommendation

That the Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10568 be introduced and given first, second and third readings.


Mike Ching
Director, Finance
(604-276-4137)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
Business Licences	<input checked="" type="checkbox"/>	
Business Services	<input checked="" type="checkbox"/>	
City Clerk	<input checked="" type="checkbox"/>	
Community Bylaws	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Fire Rescue	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
RCMP	<input checked="" type="checkbox"/>	
Sustainability	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	

Staff Report

Origin

Council adopted the Consolidated Fees Bylaw No. 8636 in 2011 to combine the majority of the City's fees and charges into one bylaw for ease of review and adjustment for Consumer Price Index (CPI) increases. As part of the City's Long Term Financial Management Strategy Policy 3707, fees and charges are adjusted annually based on projected Vancouver CPI increases.

This report supports Council's Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

Responsible financial management and efficient use of public resources to meet the needs of the community.

4.1 Ensure effective financial planning to support a sustainable future for the City.

4.2 Seek improvements and efficiencies in all aspects of City business.

4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.

Analysis

The most recent forecast, prepared by the Conference Board of Canada, indicates that Vancouver's CPI will increase by 2.0% from 2024 to 2025. The forecast CPI increase may change and staff will continue to monitor for any changes.

In keeping with prior years' practices, fee adjustments greater than \$100.00 are rounded to the nearest \$1.00, fee adjustments less than \$100.00 are rounded to the nearest \$0.25, and fee adjustments less than \$1.00 are rounded to the nearest \$0.05.

All fees in the attached Amendment Bylaw No. 10568 are effective January 1, 2025, and are adjusted to the proposed 2.0% increase with the following exceptions, at the request of the respective stakeholders:

1. Schedule – Archives & Record

Photocopying and printing fees to remain unchanged at \$0.35 per page for black and white copies, and \$0.50 per page for colour copies.

Scanned electronic copies of a paper record to remain unchanged at \$0.50 per page for both black and white and colour copies.

Scanned images to remain unchanged at \$21.25 for each image.

Digitization of audio recordings changed from \$11.75 to 'actual cost' as earlier this year this service was outsourced and will continue to be moving forward. Billing actual cost to the customer ensures full recovery of the City's expense.

Mail orders are no longer a delivery method being requested and this fee has been removed. Delivery of scanned records are done via a drop box or cloud site with an electronic copy.

A review shows that these recommendations are competitive with other similar institutions. The public has the right to access and obtain copies of government and community records in our custody and care; keeping the rates unchanged from 2024 ensures records remain affordable.

Building Records Request Fees have not had an increase since 2008. Richmond's fees are significantly lower than other municipalities based on a recent review. The fees are currently a \$10 administration fee, and a \$5 per printed page or digital file fee. There are no fees for the transfer of large files. To align the City within the municipal market, phasing in an increase to administration fees to \$20 in 2025, and to \$30 in 2026, will allow the public to continue purchasing these records without a sudden financial impact. In addition, fees of \$5.25 are added for each printed page or digital file and \$12.00 for large files.

2. Schedule – Business Licence

Short Term Boarding and Lodging Use fees increased to \$423 from \$189. This is the average fee charged by six cities in BC with populations over 100K, and the increase will align the City with the rest of the region. Consideration included the City's proximity to an international airport and the Canada Line. The City's enforcement data indicates that Richmond is highly desirable for short-term rental spaces by both guests and operators. The adjusted fee will apply to both Boarding and Lodging licences and Bed and Breakfast licences.

3. Schedule – Development Application Fees

The two comfort letters listed in Development Applications (1.16.9 land use and 1.16.10 building) are increased to \$87.00 from \$81.25 to maintain consistency with the same comfort letter fees for Business Licensing and Community Bylaws.

4. Schedule – Parking (Off-Street) Regulations

Off-Street City Property Locations: Fee raised to \$55.25 from \$44.50 to be consistent with Richmond's On-Street Parking Permit fee found in the Traffic Schedule. There is an overall increase in demand for parking permits for off-street lots. The disparity between the permit prices for on-street and off-street parking has resulted in greater strain on City off-street lots. Notably, the handful of off-street permit parking in the City Center have seen a rapid increase in demand for spaces post-COVID. This has resulted in the need for more frequent patrols for unauthorized parking as well as a greater volume of applications to process.

McDonald Beach Permit Parking fees to remain unchanged at \$110 for Richmond residents and \$165 for non-Richmond residents until such time that the boat launch infrastructure is upgraded to warrant a fee increase.

5. Schedule – RCMP Document Fees

Volunteer Criminal Record Checks to remain at \$25 as Richmond is still the highest in the region.

6. Schedule – Soil Deposit and Removal

Fees in this schedule that are indexed to per cubic meter have a rate increase of \$0.02 rather than \$0.25 as volumes can be in the tens of thousands of meters for projects that are moving large volumes.

7. Schedule – Traffic

Block meter zones pay parking fees set to \$3.50 to align with the hourly rate of off-street pay parking fees in the Parking (Off-Street) Regulation schedule.

Parking permit decal fees in the City Centre Parking Management Zone to remain at \$100. This is a pilot project and is subject to review.

8. Schedule – Tree Protection

Security Deposits are fixed and are not to be subject to CPI increases. The fees that were previously increased have been reverted to the fixed rate as follows:

Section 4.4.1	replacement tree under permit	\$750.00
Section 5.2.6	retained tree that is not a significant tree	\$5,000
		\$10,000 respectively
Section 5.2.6	retained tree, if a significant tree	\$20,000
Section 7.6(c)	replacement tree planted as compensation for a significant tree	\$20,000

9. Schedule – Vehicle for Hire Regulation

Towing permit increased to \$150 from \$67 to enable cost recovery for inspector time needed to ensure timely processing and program success.

The tow permit program regulates the towing of vehicles from all private lots in Richmond. Any private lot that wishes to tow a vehicle must request a permit as per the Vehicle for Hire Regulation Bylaw No. 6900. A tow operator may not remove and store a vehicle without verifying a valid lot permit. Staff must inspect each lot for appropriate signage location, signage text, lighting and sightlines before a tow permit is issued. Each permit is valid for two years, with re-inspection needed for renewals. Private lots enrolled

in the program have increased, and currently there are approximately 900 bi-annual licences in stream.

10. Schedule – Watercourse Protection

The roles and responsibilities of staff have become more complex when dealing with environmental protection requirements due to legislation changes and increased community awareness of environmental issues. In 2023 and 2024, the culvert application fee and culvert design option fee was increased by \$100 to support staff's work associated with the protection of the City's open drainage system. This increase was planned for 3 years, with 2025 being the 3rd and final year.

- Culvert Application Fee increased to \$709 from \$596
 - CPI increase plus \$100
- Culvert City Design Option Fee increased to \$1,625 from \$1,495
 - CPI increase plus \$100

Financial Impact

Fee increases assist in offsetting the increased costs associated with each respective service. It is estimated that the proposed rate increases to the Consolidated Fees Bylaw for 2025 will generate approximately \$389,000 in additional revenue.

Conclusion

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10568 be introduced and given first, second and third readings.



Angela Zanardo
Manager, Revenue
(604-276-4392)

AZ:az



Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10568

The Council of the City of Richmond enacts as follows:

1. The Consolidated Fees Bylaw No. 8636, as amended, is further amended:
 - a) by deleting, in their entirety, the schedules attached to Bylaw No. 8636, as amended, and substituting the schedules attached to and forming part of this Bylaw.
2. This Bylaw comes into force and effect on January 1, 2025.
3. This Bylaw is cited as “**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10568**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>MC</i>
APPROVED for legality by Solicitor <i>JA</i>

MAYOR

CORPORATE OFFICER

SCHEDULE – ANIMAL CONTROL REGULATION**Animal Control Regulation Bylaw No. 7932****Cat Breeding Permit Fee**

Section 2.2

Description	Fee
Cat breeding permit for three years	\$48.25

Animal Control Regulation Bylaw No. 7932**Impoundment Fees**

Section 8

Description	Fee
1st time in any calendar year	
Neutered male or spayed female dog	\$55.25
Non-neutered male or unspayed female dog	\$166.00
Dangerous Dog*	\$676.00
2nd time in any calendar year	
Neutered male or spayed female dog	\$110.00
Non-neutered male or unspayed female dog	\$343.00
Dangerous Dog*	\$1,321.00
3rd time and subsequent times in any calendar year	
Neutered male or spayed female dog	\$343.00
Non-neutered male or unspayed female dog	\$676.00
Dangerous Dog*	\$1,321.00
Bird	\$8.50
Domestic farm animal	\$82.00
<i>Impoundment fee also subject to transportation costs</i>	
Other animal	\$41.50
<i>Impoundment fee also subject to transportation costs</i>	

*Subject always to the power set out in Section 8.3.12 of Animal Control Regulation Bylaw No. 7932 to apply for an order that a dog be destroyed.

Note: In addition to the fees payable above (if applicable), a licence fee will be charged where a dog is not currently licenced.

Animal Control Regulation Bylaw No. 7932
Maintenance Fees
 Section 8

Description	Fee
Dog	\$18.00
Cat	\$18.00
Bird	\$5.50
Domestic farm animal	\$41.50
Other animal	\$14.75

Note: For all the Animal Control Regulation Maintenance Fees, a charge is issued for each day or portion of the day per animal.

SCHEDULE – ARCHIVES AND RECORDS

Archives and Records
Image Reproduction Fees

Description	Fee	Units
<u>Copying Records</u> <i>Note: careful consideration will be given to requests for copying of fragile archival records. The City will not copy records if there is the possibility that an original record could be damaged during the copying process.</i>		
Photocopying and printing (First 4 pages free)	\$0.35 \$0.50	per b+w page per colour page
Scanned electronic copy of a paper record	\$0.50	per b+w or colour page
Digitization of audio recording	(actual cost)	per audio file
<u>Photograph Reproductions</u> Scanned image (each)	\$21.25	

Archives
Research Service Fee

Description	Fee	Unit
Commercial Research Service Fee	\$54.25	per hour

Note: Rush orders available at additional cost; discounts on reproduction fees available to students, seniors, and members of the Friends of the Richmond Archives.

**Archives
Tax Search Fees**

Description	Fee
<u>Tax Searches and Printing of Tax Records</u>	
Searches ranging from 1 to 5 years	\$35.50
Each year greater than 5 years	\$8.50

**Archives and Records
Preliminary Site Investigation**

Description	Fee
Active Records Check Survey (per civic address searched)	\$274.00

**Records
Building Records Request Fees**

Description	Fee	Units
Administration Fee	\$20.00	per request
Each Copy Requested (Printed)	\$5.25	per page
Each File Requested (Electronic)	\$5.25	per file
Large File Charge	\$12.00	per request

SCHEDULE – BILLING AND RECEIVABLES

**Billing and Receivables
Receivables Fees**

Description	Fee
Administrative charges for cost recovery billings undertaken for arm's length third parties	(20% of actual cost)
Non-Sufficient Fund (NSF) charges	\$41.00

SCHEDULE – BOARD OF VARIANCE**Board of Variance Bylaw No. 9259****Application Fees**

Section 3.1.2(c), 3.2.3

Description	Fee
Application for order under section 540 of <i>Local Government Act</i> [Variance or exemption to relieve hardship]	\$776.00
Application for order under section 543 of <i>Local Government Act</i> [Exemption to relieve hardship from early termination of land use contract]	\$776.00
Application for order under section 544 of <i>Local Government Act</i> [Extent of damage preventing reconstruction as non-conforming use]	\$776.00
Fee for notice of new hearing due to adjournment by applicant	\$184.00
Board of Variance Meeting Notices- Board of Variance Applications (Section 3.1.6(a))	\$2.00 per address identified

SCHEDULE – BOULEVARD AND ROADWAY PROTECTION AND REGULATION**Boulevard and Roadway Protection and Regulation Bylaw No. 6366****Inspection Charges**

Section 12 (b), 14

Description	Fee
Additions & Accessory Buildings Single or Two Family Dwellings over 10 m ² in size; In-ground Swimming Pools & Demolitions	\$207.00
Move-Offs; Single or Two Family Dwelling Construction	\$207.00
Combined Demolition & Single or Two Family Dwelling Construction	\$207.00
Commercial; Industrial; Multi-Family; Institutional; Government Construction	\$274.00
Combined Demolition & Commercial; Industrial; Multi-family; Institutional or Government Construction	\$274.00
Each Additional Inspection as Required	\$104.00

SCHEDULE – BUILDING REGULATION**Building Regulation Bylaw No. 7230****Plan Processing Fees**

Section 5.4

Description	Fee
For a new one family dwelling	\$744.00
For other than a new one family dwelling (a) <i>or (b) 50% to the nearest dollar of the estimated building permit fee specified in the applicable Building Permit Fees in Subsection 5.13.6 and other Building Types to a maximum of \$10,000.00</i> <i>-whichever is greater of (a) or (b)</i>	\$85.75
For a sewage holding tank	\$176.00

Building Regulation Bylaw No. 7230**Building Permit Fees for those buildings referred to in Subsection 5.13.6**

Sections 5.2, 5.5, 5.6, 7.2

Description	Fee
Nil to \$1,000.00 (minimum fee)	\$96.25
Exceeding \$1,000.00 up to \$100,000.00 <i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> *Plus	\$96.25 \$15.75
Exceeding \$100,000.00 to \$300,000.00 <i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> **Plus	\$1,655.50 \$13.50
Exceeding \$300,000.00 <i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> ***Plus	\$4,355.50 \$10.50

Note: The building permit fee is doubled where construction commenced before the building inspector issued a building permit.

Building Regulation Bylaw No. 7230**Building Permit Fees for all Other Building Types**

Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

Description	Fee
Nil to \$1,000.00 (minimum fee)	\$96.25
Exceeding \$1,000.00 up to \$100,000.00	\$96.25
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i>	<i>*Plus \$16.25</i>
Exceeding \$100,000.00 up to \$300,000.00	\$1,705.00
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i>	<i>**Plus \$13.75</i>
Exceeding \$300,000.00	\$4,455.00
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i>	<i>***Plus \$10.75</i>

Note: The building permit fee is doubled where construction commenced before the building inspector issued a building permit.

Despite any other provision of the Building Regulation Bylaw No. 7230, the “construction value” of a:

- (a) one-family dwelling or two-family dwelling
- (b) garage, deck, porch, interior finishing or addition to a one-family dwelling or two-family dwelling is assessed by total floor area and deemed to be the following:

Description	Construction Value	Units
(i) new construction of first storey	\$1,419.00	per m ²
(ii) new construction of second storey	\$1,309.00	per m ²
(iii) garage	\$728.00	per m ²
(iv) decks or porches	\$601.00	per m ²
(v) interior finishing on existing buildings	\$673.00	per m ²
(vi) additions	\$1,419.00	per m ²

Building Regulation Bylaw No. 7230
Building Permit Fees for all Other Building Types (cont.)
Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

Description	Fee
<u>Building Design Modification Fee</u>	
Plan Review (per hour or portion thereof)	\$151.00
Building Permit Fee for Temporary Building for Occupancy	\$660.00
<u>Modifications or Changes to Instream Building Permit Application</u>	
Plan Review (per hour or portion thereof)	\$151.00
<u>Re-inspection Fees</u>	
(a) for the third inspection	\$100.00
(b) for the fourth inspection	\$138.00
(c) for the fifth inspection	\$267.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
<u>Special Inspection Fees:</u>	
(a) during the City's normal business hours	\$151.00
(b) outside the City's normal business hours	\$580.00
<i>*for each hour or part thereof after the first four hours</i>	*Plus \$151.00
Building Permit Transfer or Assignment Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original building permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$83.50
Building Permit Extension Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original building permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$83.50
<u>Building Move Inspection Fee:</u>	
(a) within the City boundaries	\$151.00
(b) outside the City boundaries when travel is by City vehicle	\$151.00
<i>** per km travelled</i>	**Plus \$4.25

Note: Where the building inspector is required to use overnight accommodation, aircraft or ferry transportation in order to make a building move inspection, the actual costs of accommodation, meals and transportation are payable in addition to other applicable fees including salary cost greater than 1 hour.

Building Regulation Bylaw No. 7230**Building Permit Fees for all Other Building Types (cont.)**

Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

Description	Fee
Provisional Occupancy Inspection Fee (per building permit inspection visit)	\$343.00
Provisional Occupancy Notice Extension Fee	\$542.00
Building Demolition Inspection Fee for each building over 50 m ² in floor area	\$533.00
Sewage Holding Tank Permit Fee	\$343.00
<u>Use of Equivalents Fees:</u>	
(a) each report containing a maximum of two separate equivalents	\$741.00
(b) for each equivalent greater than two contained in the same report	\$307.00
(c) for an amendment to an original report after the acceptance or rejection of the report	\$155.00
(d) for Air Space Parcels (treating buildings as one building)	\$2,634.00

Building Regulation Bylaw No. 7230**Gas Permit Fees**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.9, 12.10

Description	Fee	Units
Domestic Installation – one family dwelling (a)	\$83.50	per appliance
- whichever is greater (a) or (b) (b)	\$31.50	
Domestic/Commercial/Industrial Installations – two family dwellings , multiple unit residential buildings, including townhouse units)		
(a) appliance input up to 29 kW	\$83.50	
(b) appliance input exceeding 29 kW	\$138.00	
<u>Special Inspection Fees:</u>		
(a) during the City's normal business hours	\$151.00	
(b) outside the City's normal business hours	\$580.00	
*for each hour or part thereof after the first four hours *Plus	\$151.00	
<u>Design Modification Fees</u>		
Plan Review	\$151.00	per hour
<u>Modifications or Changes to Instream Building Permit Application</u>		
Plan Review	\$151.00	per hour

Building Regulation Bylaw No. 7230

Gas Permit Fees (cont.)

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.9, 12.10

Description	Fee
<p><u>Re-Inspection Fee:</u> (a) for the third inspection (b) for the fourth inspection (c) for the fifth inspection</p> <p><i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i></p>	<p>\$104.00 \$142.00 \$274.00</p>
<p>For a vent and/or gas valve or furnace plenum (no appliance)</p>	<p>\$85.75</p>
<p><u>Piping alteration – for existing appliances</u> First 30 metres of piping Each additional 30 metres or part thereof Gas permit transfer or assignment fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original gas permit fee</i> <i>- whichever is greater of (a) or (b)</i> Gas permit extension fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original gas permit fee</i> <i>- whichever is greater of (a) or (b)</i></p>	<p>\$85.75 \$32.25 \$85.75 \$85.75</p>

Building Regulation Bylaw No. 7230

Plumbing Permit Fees

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee	Units
<p><u>Plumbing</u> (a) installation of each plumbing fixture (b) minimum plumbing fee (c) connection of City water supply to any hydraulic equipment</p>	<p>\$32.25 \$85.75 \$85.75</p>	
<p><u>Sprinkler & Standpipes</u> (a) installation of any sprinkler system <i>*per additional head</i> *Plus (b) installation of each hydrant, standpipe, hose station, hose valve, or hose cabinet used for fire fighting (c) (d) <i>-whichever is greater of (c) or (d)</i></p>	<p>\$85.75 \$5.00 \$85.75 \$32.25</p>	<p>per item</p>

Building Regulation Bylaw No. 7230**Plumbing Permit Fees (cont.)**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee	Units
<u>Water Service</u>		
(a) for the first 30 metres of water supply service pipe to a building or structure	\$83.50	
(b) for each additional 30 metres of water supply service pipe to a building and structure	\$31.50	
<u>Sanitary & Storm Sewers: Building Drains & Water Distribution</u>		
(a) for the first 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$83.50	
(b) for each additional 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$31.50	
(c) for the first 30 metres of a rough-in installation for a water distribution system in a multiple unit non-residential building for future occupancy, or part thereof	\$83.50	
(d) for each additional 30 metres of a rough-in installation for a water distribution system in a multiple unit non-residential building for future occupancy, or part thereof	\$31.50	
(e) for the installation of any neutralizing tank, catch basin, sump, or manhole	(f) \$83.50 (g) \$31.50	per item
- whichever is greater of (f) or (g)		
<u>Special Inspections</u>		
(a) during the City's normal business hours	\$151.00	
(b) outside the City's normal business hours or each hour	\$580.00	
*for part thereof exceeding the first four hours	*Plus \$151.00	
<u>Design Modification Fees</u>		
Plan review	\$151.00	per hour
<i>Applicable to Plumbing, Sprinkler & Standpipes, Water Service, and Sanitary & Storm Sewers; Building Drains & Water Distributions</i>		
<u>Modifications or Changes to Instream Building Permit Application</u>		
Plan Review	\$151.00	per hour

Building Regulation Bylaw No. 7230**Plumbing Permit Fees (cont.)**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee
<u>Plumbing Re-Inspection Fee</u> (a) for the third inspection (b) for the fourth inspection (c) for the fifth inspection <i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	\$104.00 \$142.00 \$274.00
Plumbing Permit Transfer or Assignment Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original plumbing permit fee - whichever is greater of (a) or (b)</i>	\$85.75
Plumbing Permit Extension Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original plumbing permit fee - whichever is greater of (a) or (b)</i>	\$85.75
Provisional Plumbing Compliance Inspection Fee (per permit visit)	\$176.00
Provisional Plumbing Compliance Notice Extension Fee	\$274.00
Potable Water Backflow Preventer Test Report Decal	\$28.25

SCHEDULE – BUSINESS LICENCE**Business Licence Bylaw No. 7360
Assembly Use Group 1**

Group 1 – Business Licence Fee Assessed by Total Floor Area <i>Except Food Caterers which are assessed a fee in accordance with Group 3</i>		
Square Metres (m²)	(Square Feet) (ft²)	Fee
0.0 to 93.0	(0 to 1,000)	\$200.00
93.1 to 232.5	(1,001 to 2,500)	\$301.00
232.6 to 465.0	(2,501 to 5,000)	\$516.00
465.1 to 930.0	(5,001 to 10,000)	\$819.00
930.1 to 1,860.1	(10,001 to 20,000)	\$1,448.00
1,860.2 to 2,790.1	(20,001 to 30,000)	\$2,071.00
2,790.2 to 3,720.2	(30,001 to 40,000)	\$2,700.00
3,720.3 to 4,650.2	(40,001 to 50,000)	\$3,320.00
4,650.3 to 5,580.3	(50,001 to 60,000)	\$3,949.00
5,580.4 and over	(60,001 and over)	\$4,476.00
Food Primary Liquor Licence Fee		\$412.00
Mobile Vendors (Food) Fee (per vehicle)		\$95.75

**Business Licence Bylaw No. 7360
Assembly Use Group 2**

Group 2 – Business Licence Fee Assessed by Number of Seats	
Seats	Fee
0 to 30	\$620.00
31 to 60	\$1,229.00
61 to 90	\$1,841.00
91 to 120	\$2,456.00
121 to 150	\$3,060.00
151 to 180	\$3,673.00
181 to 210	\$4,280.00
211 and over	\$4,476.00

Business Licence Bylaw No. 7360
Assembly Use Group 3

Group 3 – Business Licence Fee Assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$162.00
6 to 10	\$268.00
11 to 15	\$383.00
16 to 25	\$568.00
26 to 50	\$819.00
51 to 100	\$1,182.00
101 to 200	\$1,664.00
201 to 500	\$2,400.00
501 to 1,000	\$3,623.00
1,001 and over	\$4,476.00

**For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee.*

Business Licence Bylaw No. 7360
Adult Orientated Uses

Description	Fee
Adult entertainment establishment licence	\$4,476.00
Casino	\$7,076.00
<u>Body-Painting Studio</u>	
Studio licence	\$4,476.00
Each body-painting employee	\$162.00
<u>Body-Rub Studio</u>	
Studio licence	\$4,476.00
Each body-rub employee	\$162.00
<u>Escort Service</u>	
Escort service licence	\$4,471.00
Each escort employee	\$162.00

Business Licence Bylaw No. 7360
Bed & Breakfast Use

Description	Fee
Bed & Breakfast Business License	\$423.00

Business Licence Bylaw No. 7360
Farmer's Market

Description	Fee
Farmer's market licence	\$162.00

Business Licence Bylaw No. 7360
Industrial/Manufacturing Use

Industrial/Manufacturing Use – Business Licence Fee assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$193.00
6 to 10	\$316.00
11 to 15	\$439.00
16 to 25	\$620.00
26 to 50	\$869.00
51 to 100	\$1,229.00
101 to 200	\$1,719.00
201 to 500	\$2,448.00
501 to 1,000	\$3,667.00
1,001 and over	\$4,476.00

**For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee.*

Business Licence Bylaw No. 7360
Licence Transfers, Changes and Reprints

Description	Fee
Requests for comfort letters (per address/business)	\$87.00
Transferring a licence from one person to another, or for issuing a new licence because of a change in information on the face of such licence, except a change between licence categories or subcategories	\$55.50
Changing the category or subcategory of a licence (a) <i>or (b) the difference between the existing licence fee and the fee for the proposed category or subcategory - whichever is greater of (a) or (b)</i>	\$55.50
Licence reprint	\$14.50

Business Licence Bylaw No. 7360
Mercantile Use

Mercantile Use – Business Licence Fee Assessed by Total Floor Area		
Square Metres (m²)	(Square Feet) (ft²)	Fee
0.0 to 93.0	(0 to 1,000)	\$162.00
93.1 to 232.5	(1,001 to 2,500)	\$254.00
232.6 to 465.0	(2,501 to 5,000)	\$463.00
465.1 to 930.0	(5,001 to 10,000)	\$774.00
930.1 to 1,860.1	(10,001 to 20,000)	\$1,398.00
1,860.2 to 2,790.1	(20,001 to 30,000)	\$2,028.00
2,790.2 to 3,720.2	(30,001 to 40,000)	\$2,646.00
3,720.3 to 4,650.2	(40,001 to 50,000)	\$3,269.00
4,650.3 to 5,580.3	(50,001 to 60,000)	\$3,385.00
5,580.4 and over	(60,001 and over)	\$4,476.00

Business Licence Bylaw No. 7360
Off-Leash Permits

Description	Fee
Annual permit	\$139.00

Business Licence Bylaw No. 7360
Residential Use

Residential Use – Business Licence Fee Assessed by Number of Rental Units	
Units	Fee
0 to 5	\$193.00
6 to 10	\$296.00
11 to 25	\$499.00
26 to 50	\$808.00
51 to 100	\$1,418.00
101 to 200	\$2,027.00
201 to 300	\$2,638.00
301 to 400	\$3,244.00
401 to 500	\$3,847.00
501 and over	\$4,476.00

Business Licence Bylaw No. 7360
Service Use

Service Use – Business Licence Fee Assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$162.00
6 to 10	\$275.00
11 to 15	\$401.00
16 to 25	\$588.00
26 to 50	\$838.00
51 to 100	\$1,213.00
101 to 200	\$1,701.00
201 to 500	\$2,462.00
501 to 1,000	\$3,703.00
1,001 and over	\$4,476.00

**For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee.*

Business Licence Bylaw No. 7360
Short Term Boarding and Lodging Use

Description	Fee
Short Term Boarding and Lodging Business Licence	\$423.00

Business Licence Bylaw No. 7360
Vehicle for Hire Businesses

Description	Fee
<u>Vehicle for Hire Business Fee</u> Each vehicle for hire applicant must pay (1) and (2)*: (1) Vehicle for hire office fee (2) Per vehicle licence fee* <i>based on the number of vehicles</i>	\$162.00
CLASS "A" Taxicab	\$151.00
CLASS "B" Limousine	\$95.75
CLASS "C" Sightseeing Taxicab	\$151.00
CLASS "D" Airport Taxicab	\$151.00
CLASS "E" Private Bus	\$151.00
CLASS "I" Charter Minibus	\$151.00
CLASS "J" Rental Vehicle	
Group 1	\$19.50
Group 2	\$95.75
CLASS "K" Driver Training Vehicle	\$72.00
CLASS "M" Tow-Truck	\$151.00
CLASS "N" Taxicab for Persons with Disabilities	\$151.00
CLASS "P" Pedicab	\$151.00
<i>*Notwithstanding the per-vehicle licence fees stipulated in Section 2, the maximum licence fee for any Vehicle for Hire business</i>	\$4,476.00
Transferring a vehicle for hire licence within any calendar year	\$55.50
Replacing a vehicle for hire licence plate or decal	\$23.25

Business Licence Bylaw No. 7360
Vending Machine Uses

Description	Fee
<u>Vending Machine Business Licence Fee</u>	
Group 1 (per machine)	\$36.75
Group 2 (per machine)	\$50.50
Group 3 (per machine)	\$11.75
Banking machine licence fee (per machine)	\$156.00
Amusement machine licence fee (per machine)	\$36.75

SCHEDULE – COMMUNITY BYLAWS DOCUMENTATION FEES**Community Bylaws Documentation Fees**

Description	Fee
Requests for Comfort Letters (per civic address & per unit)	\$87.00

SCHEDULE – DEMOLITION WASTE AND RECYCLABLE MATERIALS**Demolition Waste and Recyclable Materials Bylaw No. 9516****Section 4.1**

Description	Fee
Application Fee	\$302.00 per waste disposal and recycling services plan submission
Waste Disposal and Recycling Service Fee	\$3.75 per square feet of structure to be demolished

SCHEDULE – DEVELOPMENT APPLICATION FEES**Zoning Amendments No. 8951**

Section	Application Type	Base Fee	Incremental Fee
Section 1.2.1 (a)	Zoning Bylaw Text Amendment	\$2,075.00	Not Applicable
Section 1.2.1 (b)	Zoning Bylaw Designation Amendment for Single Detached (RS)	\$2,638.00	Not Applicable
	No lot size policy applicable Requiring a new or amended lot size policy *plus all associated public notification costs	\$3,293.00	Not Applicable
Section 1.2.1	Zoning Bylaw Designation Amendment for 'site specific zones'	\$3,950.00	For residential portion of development: - \$51.00 per dwelling unit for first 20 dwelling units and \$26.00 per dwelling unit for each subsequent dwelling unit
			For non-residential building area: - \$32.75 per 100 m ² of building area for the first 1,000 m ² and \$20.50 per 100 m ² thereafter
	Zoning Bylaw Designation Amendment for all other zoning districts	\$2,638.00	For residential portion of development: - \$26.50 per dwelling unit for first 20 dwelling units and \$14.25 per dwelling unit for each subsequent dwelling unit
			For non-residential building area: - \$20.50 per 100 m ² of building area for the first 1,000 m ² and \$8.25 per 100 m ² thereafter
Section 1.2.3	Additional Public Hearing for Zoning Bylaws Text or Designation Amendments	\$996.00	\$996.00 for each subsequent Public Hearing required
Section 1.2.5	Expedited Timetable for Zoning Designation Amendment (Fast Track Rezoning)	\$1,324.00	Not Applicable
Section 1.2.6	Early Public Notices – Zoning Amendments	\$2.00 per address identified	Not Applicable

Section 1.2.7	Public Hearing Notices – Zoning Amendments	\$2.00 per address identified	Not Applicable
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Official Community Plan Amendments No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.3.1	Official Community Plan Amendment without an associated Zoning Bylaw Amendment	\$3,950.00	Not Applicable
Section 1.3.2	Additional Public Hearing for Official Community Plan Amendment <i>for second public hearing</i>	\$996.00	\$996.00 for each subsequent Public Hearing required
Section 1.3.3	Early Public Notices – Official Community Plan Amendments	\$2.00 per address identified	Not Applicable
Section 1.3.4	Public Hearing Notices – Official Community Plan Amendments	\$2.00 per address identified	Not Applicable

Development Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.4.1	Development Permit for other than a Development Permit referred to in Sections 1.4.2 and 1.4.3 of the Development Application Fees No. 8951	\$1,980.00	\$660.00 for the first 464.5 m ² of gross floor area plus: - \$139.00 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area up to 9,290 m ² , plus - \$27.50 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area over 9,290 m ²
Section 1.4.2	Development Permit for Coach House or Granny Flat	\$1,268.00	Not Applicable
Section 1.4.3	Development Permit, which includes property: (a) designated as an Environmentally Sensitive Area (ESA); or (b) located within, or adjacent to the Agricultural Land Reserve (ALR)	\$1,980.00	Not Applicable
Section 1.4.4	General Compliance Ruling for an issued Development Permit	\$667.00	Not Applicable

Section 1.4.5	Expedited Timetable for a Development Permit (Fast Track Development Permit)	\$1,324.00	Not Applicable
Section 1.4.6	Early Public Notices – Development Permits	\$2.00 per address identified	Not Applicable
Section 1.4.7	Development Permit Panel Meeting Notices – Development Permits	\$2.00 per address identified	Not Applicable

Development Variance Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.5.1	Development Variance Permit	\$1,980.00	Not Applicable
Section 1.5.2	Early Public Notices – Development Variance Permits	\$2.00 per address identified	Not Applicable
Section 1.5.3	Development Permit Panel Meeting Notices – Development Variance Permits	\$2.00 per address identified	Not Applicable

Temporary Use Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.6.1	Temporary Use Permit	\$2,638.00	Not Applicable
	Temporary Use Permit Renewal	\$1,324.00	Not Applicable
	Temporary Use Permits for Seasonal Outdoor Patio	\$307.00	Not Applicable
	Temporary Use Permit Renewal for Seasonal Outdoor Patio	\$307.00	Not Applicable
	Temporary Use Permit for Mobile Food Vendor	\$109.00	Not Applicable
	Temporary Use Permit Renewal for Mobile Food Vendor	\$109.00	Not Applicable

Land Use Contract Amendments No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.7.1	Land Use Contract Amendment	\$1,268.00	Not Applicable

Liquor-Related Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.8.2 (a)	Licence to serve liquor under the Liquor Control and Licensing Act and Regulations; or change to existing license to serve liquor	\$667.00	Not Applicable
Section 1.8.5 (b)	Temporary changes to existing liquor licence	\$355.00	Not Applicable

Subdivision and Consolidation of Property No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.9.1	Subdivision of property that does not include an air space subdivision or the consolidation of property	\$996.00	\$139.00 for the second and each additional parcel
Section 1.9.2	Extension or amendment to a preliminary approval of subdivision letter	\$342.00	\$342.00 for each additional extension or amendment
Section 1.9.3	Road closure or road exchange	\$996.00	(In addition to the application fee for the subdivision)
Section 1.9.4	Air space subdivision	\$7,735.00	\$194.00 for each additional air space parcel created
Section 1.9.5	Consolidation of property without a subdivision application	\$139.00	Not Applicable

Strata Title Conversion of Existing Building No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.10.1 (a)	Strata Title Conversion of existing two-family dwelling	\$2,638.00	Not Applicable
Section 1.10.1 (b)	Strata Title Conversion of existing multi-family dwelling, commercial buildings and industrial buildings	\$3,950.00	Not Applicable

Phased Strata Title Subdivisions No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.11.1	Phased Strata Title	\$667.00 for first phase	\$667.00 for each additional phase

Servicing Agreements and Latecomer Fees No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.12.1	Servicing Agreement	Processing fee of \$1,324.00	Subject to Section 1.12.2 of Development Application Fees Bylaw No.8951, an inspection fee of 4% of the approved off-site works and services
Section 1.12.3	Latecomer Agreement	\$6,314.00	Not Applicable

Civic Address Changes No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.13.1	Civic Address change associated with the subdivision or consolidation of property	\$342.00	Not Applicable
	Civic Address change associated with a new building constructed on a corner lot	\$342.00	Not Applicable
	Civic Address change due to personal preference	\$1,324.00	Not Applicable

Telecommunication Antenna Consultation and Siting Protocol No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.14.1	Telecommunication Antenna Consultation and Siting	\$2,638.00	Not Applicable

Heritage Applications No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.15.1(a)	Heritage Alteration Permit with a variance to the Zoning Bylaw or additional floor area	\$1,980.00	\$660.00 for the first 464.5 m ² of gross floor area plus: - \$139.00 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area up to 9,290 m ² , plus - \$27.50 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area over 9,290 m ²

Section 1.15.1(b)	Heritage Alteration Permit without a variance of additional floor area	\$293.00	Not Applicable
Section 1.15.1(c)	Heritage Alteration Permit (issued by delegated authority referred to in Section 7.1.2 of the <i>Heritage Procedures Bylaw No. 8400</i>)	\$293.00	Not Applicable
Section 1.15.1(d)	Heritage Alteration Permit For patios to be considered by the Director of Development with the City of Richmond Patio Permit Application	No Fee	Not Applicable
Section 1.15.2(a)	Heritage Revitalization Agreement where use or density is varied	\$2,638.00	For residential portion of development: - \$26.25 per dwelling unit for first 20 dwelling units and \$14.25 per dwelling unit for each subsequent dwelling unit
			For non-residential building area: - \$20.50 per 100 m ² of building area for the first 1,000 m ² and \$8.25 per 100 m ² thereafter
Section 1.15.2(b)	Heritage Revitalization Agreement where use or density is not varied	\$1,980.00	\$660.00 for the first 464.5 m ² of gross floor area plus: - \$139.00 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area up to 9,290 m ² , plus - \$27.50 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area over 9,290 m ²
Section 1.15.3	Early Public Notices - Heritage Alteration Permit that cannot be delegated to the Director of Development for issuance, or Heritage Revitalization Agreement	\$2.00 per address identified	Not Applicable
Section 1.15.4	Public Hearing Notices - Heritage Revitalization Agreement (where use or density is varied)	\$2.00 per address identified	Not Applicable

Section 1.15.5	Meeting Notices for Heritage Alteration Permit that involves a variance to the Zoning Bylaw or additional floor area, or Heritage Revitalization Agreement that is not subject to the Public Hearing requirement	\$2.00 per address identified	Not Applicable
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Administrative Fees No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.16.1	Change in property ownership or authorized agent	\$342.00	Not Applicable
Section 1.16.2	Change in mailing address of owner, applicant or authorized agent	\$64.25	Not Applicable
Section 1.16.3	Submission of new information that results in any of the following changes: (a) increase in proposed density; or (b) addition or deletion of any property associated with the application	\$342.00	Not Applicable
Section 1.16.4	Approving Officer legal plan signing or re-signing fee	\$71.25 per legal Plan	Not Applicable
Section 1.16.5	Site Disclosure Statement submission	\$71.25 per Site Disclosure Statement	Not Applicable
Section 1.16.6	Amendment to or discharge of legal agreement that does not require City Council approval	\$342.00 per legal agreement	Not Applicable
Section 1.16.7	Amendment to or discharge of legal agreement that requires City Council approval	\$1,324.00 per legal agreement	Not Applicable
Section 1.16.8	Additional landscape inspection because of failure to comply with City requirements	\$147.00 for second inspection	\$146.00 for each additional inspection required
Section 1.16.9	Preparation of information letter (comfort letter) for general land use	\$87.00 per property	Not Applicable
Section 1.16.10	Preparation of information letter (comfort letter) for building issues	\$87.00 per property	Not Applicable

SCHEDULE – DOG LICENCING**Dog Licencing Bylaw No. 7138**

Sections 2.1, 2.3

Description	Fee
<u>Dog – Not neutered or spayed</u>	
Normal Fee	\$93.50
Prior to March 1 st of the year for which the application is made	\$67.25
<u>Dog – Neutered or spayed</u>	
Normal Fee	\$41.00
Prior to March 1 st of the year for which the application is made	\$27.75
For seniors who are 65 years of age or older that have paid prior to March 1 st of the year for which the application is made	\$14.50
<u>Dangerous Dog – Not neutered or spayed</u>	
Normal Fee	\$333.00
Prior to March 1 st of the year for which the application is made	\$269.00
<u>Dangerous Dog – Neutered or spayed</u>	
Normal Fee	\$269.00
Prior to March 1 st of the year for which the application is made	\$204.00
For seniors who are 65 years of age or older that have paid prior to March 1 st of the year for which the application is made	\$102.00
Replacement tag* <i>*Fee for a replacement tag for each dog tag lost or stolen; or for each dog licence to replace a valid dog licence from another jurisdiction</i>	\$8.25

SCHEDULE – DONATION BIN REGULATION**Donation Bin Regulation Bylaw No. 9502**

Section 2.1.3

Description	Fee
Annual Permit Fee	\$124.00 per donation Bin
Damage Deposit Fee	\$1,168.00 per donation bin location to a maximum of \$3,000 per permittee

Donation Bin Regulation Bylaw No. 9502

Section 2.2.7

Description	Fee
Clean-up Fee	Actual Cost

Donation Bin Regulation Bylaw No. 9502

Section 2.4

Description	Fee
Bin Removal Fee	\$124.00 per donation bin
Bin Retrieval Fee	\$243.00 per donation bin
Storage Fee	\$19.00 per day per donation bin
Disposal Fee	\$96.00 per donation bin disposal

SCHEDULE – EMPLOYMENT AND PAYROLL RECORDS

Description	Fee
Fee per request	\$124.00
Photocopying fees additional	\$2.25 per page \$2.50 per page (double sided)

SCHEDULE – FILMING APPLICATION AND FEES**Filming Application and Fees Bylaw No. 8708****Administration Fees**

Section 2.1.1 and 2.1.2

Description	Fee
Application for Filming Agreement	\$232.00
Film Production Business Licence	\$162.00
Street Use Fee (100 feet/day)	\$64.00

Filming Application and Fees Bylaw No. 8708**City Parks & Heritage Sites**

Section 2.1.1 and 2.1.2

Description	Fee	Units
Major Park		
<i>Per day</i>	\$951.00	
<i>Per ½ day</i>	\$637.00	
Neighbourhood Park		
<i>Per day</i>	\$637.00	
<i>Per ½ day</i>	\$381.00	
<u>Britannia Shipyard</u>		
Filming	\$2,521.00	per day
Preparation & Wrap	\$1,265.00	per day
Per Holding Day	\$637.00	per day
City Employee		
<i>Per regular working hour</i>	\$46.00	
<i>Per hour after 8 hours</i>	\$67.25	
<u>Minoru Chapel</u>		
Filming		
<i>October through June</i>	\$3,149.00	per day
<i>July through September</i>	\$3,779.00	per day
Preparation & Wrap	\$1,265.00	per day
Per Holding Day	\$637.00	per day
City Employee		
<i>Per regular working hour</i>	\$46.00	
<i>Per hour after 8 hours</i>	\$67.25	

Filming Application and Fees Bylaw No. 8708
City Parks & Heritage Sites (cont.)
 Section 2.1.1 and 2.1.2

Description	Fee	Units
<u>Nature Park</u>		
Filming	\$1,264.00	per day
Preparation & Wrap	\$637.00	per day
City Employee		
<i>Per regular working hour</i>	\$46.00	
<i>Per hour after 8 hours</i>	\$67.25	
<u>City Hall</u>		
Filming on regular business days	\$2,521.00	per day
Filming on weekends or statutory holidays	\$1,265.00	per day
Preparation & Wrap	\$1,265.00	per day
City Employee		
<i>Per regular working hour</i>	\$46.00	
<i>Per hour after 8 hours</i>	\$67.25	

Filming Application and Fees Bylaw No. 8708
Other Fees
 Section 2.1.1 and 2.1.2

Description	Fee	Units
<u>RCMP (4-hour minimum)</u>		
Per person	\$134.00	per hour
<u>Fire Rescue (4-hour minimum)</u>		
Fire Engine	\$165.00	per hour
Fire Captain	\$116.00	per hour
Firefighter (minimum 3 firefighters)	\$93.00	per hour, per person

SCHEDULE – FIRE PROTECTION AND LIFE SAFETY**Fire Protection and Life Safety Bylaw No. 8306
Fees & Cost Recovery**

Description	Section	Fee	Units
Permit	4.3	\$28.25	
Permit Inspection, first hour	4.3	\$111.00	
Permit Inspection, subsequent hours or part thereof	4.3	\$68.50	
Attendance – open air burning without permit <i>first hour</i>	4.5.1	\$565.00	per vehicle
Attendance – open air burning without permit <i>subsequent half-hour or part thereof</i>	4.5.1	\$288.00	per vehicle
Attendance – open air burning in contravention of permit conditions <i>first hour or part thereof</i>	4.5.3	\$565.00	per vehicle
Attendance – open air burning in contravention of permit conditions <i>subsequent half-hour or part thereof</i>	4.5.3	\$288.00	per vehicle
Attendance – false alarm – by Fire-Rescue - standby fee – contact person not arriving within 30 minutes after alarm <i>per hour or portion of hour Fire Dept standing by</i>	6.1.4 (b)	\$565.00	per vehicle
Vacant premises – securing premises	9.7.4	Actual cost	
Vacant premises – Richmond Fire- Rescue response	9.7.5 (a)	\$565.00	per vehicle
Vacant premises – additional personnel, consumables and damage to equipment	9.7.5 (b)	Actual cost	
Vacant premises – demolition, clean-up, etc.	9.7.5 (c)	Actual cost	
Damaged building – securing premises	9.8.1	Actual cost	
Display permit application fee, fireworks	9.14.6	\$142.00	
Work done to effect compliance with order in default of owner	14.1.6	Actual cost	
Fire Extinguisher Training	15.1.1 (h)	\$31.75	per person for profit groups
Fire Records (Research, Copying or Letter)	15.1.1 (i)	\$81.75	per address

**Fire Protection and Life Safety Bylaw No. 8306
Fees & Cost Recovery (cont.)**

Description	Section	Fee
Review – Fire Safety Plan any building	15.1.1 (b)	
Any building < 600 m ² area		\$142.00
Any building > 600 m ² area		\$207.00
High building, institutional		\$274.00
Revisions (per occurrence)		\$68.50
Inspection	15.2.1 (a)	
4 stories or less and less than 914 m ² per floor		\$274.00
4 stories or less and between 914 and 1,524 m ² per floor		\$410.00
5 stories or more and between 914 and 1,524 m ² per floor		\$676.00
5 stories or more and over 1,524 m ² per floor		\$941.00
Inspection or follow-up to an order <i>first hour</i>	15.2.1 (b)	\$111.00
Re-inspection or follow-up to an order <i>subsequent hours or part of hour</i>	15.2.1 (b)	\$68.50
Nuisance investigation, response & abatement	15.4.1	Actual cost
Mitigation, clean-up, transport, disposal of dangerous goods	15.4.2	Actual cost
<u>Attendance – False alarm</u>		
No false alarm reduction program in place, second or each subsequent false alarm occurring in any calendar year	15.5.1	\$410.00
False alarm reduction program in place and participation	15.5.5	No charge
Attendance – false alarm – by bylaw, police or health officers where the intentional or unintentional activation of a security alarm system causes the unnecessary response of an inspector	15.5.10	\$139.00
Caused by security alarm system	15.6.1	\$274.00
Monitoring agency not notified	15.7.1	\$274.00
Alternate solution report or application review	General	\$207.00

SCHEDULE – FLOOD PROTECTION**Flood Protection Bylaw No. 10426**

Description	Fee
<u>Design Plan Prepared by City [s.1.2.1(d)]</u> a) Design plan prepared by City for One-Family Dwelling or Two-Family Dwelling	\$1,071.00 each
<u>Service Requests [s.2.4.1]</u> For responses by the City in connection with a request for maintenance or emergency services	\$323.00 each

SCHEDULE – GARDEN CITY LANDS SOILS DEPOSIT FEES**Garden City Lands Soils Deposits Fees Bylaw No. 9900**

Sections 2.1

Dump Truck Type	Approximate Volume per Load	Fee
Tandem	7m ³	\$112.00
Tri-Tandem	9m ³	\$139.00
Truck + Transfer	12m ³	\$177.00

SCHEDULE – NEWSPAPER DISTRIBUTION REGULATION**Newspaper Distribution Regulation Bylaw No. 7954**

Section	Application Type	Fee
Section 2.1.3	Each compartment within a multiple publication news rack (MPN) for paid or free newspaper	\$196.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for paid newspapers	\$95.75, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for free newspapers	\$131.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution agent for paid or free newspaper	\$321.00, plus applicable taxes, per year
Section 2.4.3	Storage fee for each newspaper distribution box	\$131.00, plus applicable taxes, per year

SCHEDULE – PARKING (OFF-STREET) REGULATION

PARKING (OFF-STREET) REGULATION Bylaw No. 7403

EV Charging – City EV Parking Stall User Fees

Section 3.5.3

Description	Fee
<u>Charging Level of EV Supply Equipment</u>	<i>Per minute</i>
Level 2 – 3.1kW to 9.6kW Charging Session Parking Rate	Initial 2 hrs: \$0.0375/min (\$2.25/hr) After 2 hrs: \$0.0875/min (\$5.25/hr)
Level 3 – 25kW Charging Session Parking Rate	\$0.1375/min (\$8.25/hr)
Level 3 – 50kW Charging Session Parking Rate	\$0.275/min (\$16.50/hr)

PARKING (OFF-STREET) REGULATION Bylaw No. 7403

Section 5.1.3, 6.1.2

Description	Fee
<i>Pay Parking Fees:</i>	All rates include applicable taxes.
All Off-Street City Property Locations, other than those set out below	\$3.50 per hour – 7:00 am to 9:00 pm
6131 Bowling Green Road	\$3.50 per hour – 7:00 am to 9:00 pm
6500 Gilbert Road	\$3.50 per hour – 7:00 am to 9:00 pm Gateway Theater Productions - \$6.50 for maximum stay
7840 Granville Avenue	\$3.00 per hour – 7:00 am to 4:00 pm
5540 Hollybridge Way	\$3.00 per hour – 7:00 am to 9:00 pm \$9.75 per day
3500 McDonald Road	\$25.50 first day (vehicle towing watercraft trailer only) Plus \$12.50 per additional day (to a maximum of 5 days)
<i>Parking Permit / Decal Fees:</i>	
All Off-Street City Property Locations, other than those set out below.	\$55.25 per calendar month plus applicable taxes, subject to discounts of: - 10% for groups of 11 or more permit decals
Gateway Theater Staff Parking (6500 Gilbert Road)	\$6.25 per calendar year, plus applicable taxes
Richmond Lawn Bowling Club Members Parking (6131 Bowling Green Road)	\$6.25 per calendar year, plus applicable taxes
Richmond Seniors' Centre Members Parking (Minoru Park)	\$9.25 per calendar year, plus applicable taxes
Richmond Tennis Club Members Parking (Minoru Park)	\$6.25 per calendar year, plus applicable taxes
Richmond Winter Club Members Parking (5540 Hollybridge Way)	\$6.25 per calendar year, plus applicable taxes
McDonald Beach – Watercraft Trailer Parking (3500 McDonald Road)	\$110.00 Richmond Residents, per calendar year, plus applicable taxes \$165.00 Non-Richmond Residents, per calendar year, plus applicable taxes

SCHEDULE – PLAYING FIELD USER FEES**Playing Field User Fees
Natural Turf Field Fees**

Description	Fee	Units
<u>Sand Turf (With Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$45.50	per hour
<i>Mini field</i>	\$23.25	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$37.00	per hour
<i>Mini field</i>	\$19.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$13.50	per hour
<i>Mini field</i>	\$7.50	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$27.50	per hour
<i>Mini field</i>	\$14.50	per hour
<u>Sand Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$32.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$26.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$9.75	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$20.50	per hour
<u>Soil Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$11.75	per hour
<i>Mini field</i>	\$6.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$9.50	per hour
<i>Mini field</i>	\$6.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$5.00	per hour
<i>Mini field</i>	\$3.75	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$7.50	per hour
<i>Mini field</i>	\$5.00	per hour

*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.

Playing Field User Fees (cont.)
Artificial Turf Fees

Description	Fee	Units
Richmond Youth Groups*		
<i>Full size</i>	\$27.75	per hour
<i>Mini field</i>	\$14.50	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$46.25	per hour
<i>Mini field</i>	\$23.75	per hour
Commercial/Non-residents (all ages)		
<i>Full size</i>	\$67.00	per hour
<i>Mini field</i>	\$34.50	per hour

*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.

Playing Field User Fees
Ball Diamonds

Description	Fee	Units
<u>Sand Turf (With Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$29.50	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$23.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$8.75	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$18.50	per hour
<u>Sand Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$26.25	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$21.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$8.25	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$17.25	per hour

**Playing Field User Fees
Ball Diamonds (cont.)**

Description	Fee	Units
<u>Soil Turf (No Lights)</u> Commercial (all ages) <i>Full size</i>	\$8.50	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$7.25	per hour
Richmond Youth Groups* <i>Full size</i>	\$4.25	per hour
Richmond Adult Groups* <i>Full size</i>	\$6.25	per hour
<u>Artificial Turf (With Lights)</u> Commercial (all ages) <i>Full size</i>	\$71.50	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$71.50	per hour
Richmond Youth Groups* <i>Full size</i>	\$29.50	per hour
Richmond Adult Groups* <i>Full size</i>	\$49.25	per hour

**As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

**Playing Field User Fees
Track and Field Fees and Charges (Facilities at Minoru Park)**

Description	Fee	Units
Training Fee – all ages Track and Field Club	\$925.00	per year
Richmond Youth Meets*	\$176.00	per meet
Richmond Adult Meets*	\$272.00	per meet
Private Group Track Meets or Special Events	\$675.00	per day
Private Group Track Meets or Special Events	\$57.75	per hour

**As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

SCHEDULE – POLLUTION PREVENTION AND CLEAN-UP**Permit Application Fees**

Section 6.1.2

Description	Fee
Application Fee	\$3,350.00
Request for comfort letters per civic address and per unit	\$93.50

SCHEDULE – PROPERTY TAX FEES**Property Tax Billing Information**

Description	Fee
Additional tax and/or utility bill reprints – per folio/account	\$7.50
Digital roll data report	\$1,010.00
Tax apportionment – per child folio	\$39.00
Mortgage company tax information request – per folio	\$13.00

Property Tax Certificate Fees

Description	Fee
Requested in person at City Hall	\$74.00
Requested through APIC	\$42.00

Property Tax Sale

Description	Fee
Tax Sale Registration Fee	\$184.00

SCHEDULE – PUBLIC SPACE PATIO FEES**Public Space Patio Regulation Bylaw No. 10350****Section 2.3(c)**

Public Space Patio Permit Application Fee	Fee
Permit	\$307.00
Renewal	\$307.00
Small Sidewalk Patio Permit Application Fee	Fee
Permit	\$103.00
Renewal	\$103.00

SCHEDULE – PUBLICATION FEES**Publication Fees**

Description	Fee
<u>As-Builts Drawings</u>	
A-1 Size, 24" x 36"	\$8.00
B Size, 18" x 24"	\$6.25
<u>Computer Sections Maps, 24" x 24"</u>	
Individual	\$8.00
Digital Download	\$99.75
<u>Custom Services</u>	
Custom Mapping (per hour)	\$80.25
<u>Engineering Manuals</u>	
Design Specifications (contents only)	\$128.00
Supplemental Specifications and Detail Drawings (contents only)	\$128.00
<u>GIS Data Requests</u>	
Non-refundable Data Request Fee	\$128.00
First Layer*	\$200.00
Each Additional Layer*	\$68.50
Digital download of GIS layers of Municipal Works of City of Richmond	\$8,003.00
<u>Street Maps</u>	
Large, 36" x 57"	\$10.75
Small, 22" x 34"	\$8.00
<u>Traffic Camera Video Recording Search Fee</u>	
Per Site (minimum charge)	\$403.00
Per hour additional for large requests	\$64.50
<u>Utility Section Maps, 15" x 24"</u>	
Individual	\$6.25
Digital Download	\$99.75

**Fees are multiplied by the number of sections requested.*

SCHEDULE – RCMP DOCUMENTATION FEES**RCMP Documentation Fees**

Description	Fee
Criminal Record Checks	\$74.50
Volunteer Criminal Record Checks – Volunteering outside the City of Richmond	\$25.00
Volunteer Criminal Record Checks – Volunteering within the City of Richmond	No Charge
Police Certificate (including prints)	\$74.50
Fingerprints	\$74.50
Record of Suspension / Local Records Checks	\$74.50
Name Change Applications	\$74.50
Collision Analyst Report	\$685.00
Field Drawing Reproduction	\$50.50
Scale Drawing	\$147.00
Mechanical Inspection Report	\$298.00
Police Report and Passport Letter	\$74.50
Insurance Claim Letter	\$74.50
Court Ordered File Disclosure	\$74.50
* per page	*Plus \$3.75
**Shipping cost	**Plus \$10.25
Photos 4" x 6" (per photo)	\$5.25
***Shipping cost	***Plus \$10.25
Photos (each laser)	\$4.25
Digital Photo Reproduction	\$24.00
Video Reproduction (first hour)	\$74.50
- per additional half-hour of staff time	\$37.75
Audio Tape Reproduction (first hour)	\$74.50
- per additional half-hour of staff time	\$37.75
Information transfer/storage to USB	\$10.00

SCHEDULE - REGULATION OF MATERIAL ON HIGHWAYS**Regulation of Material on Highways Bylaw No. 10226**

Section 1.2.5

Description	Fee
Administrative charges for cost recovery	20% of actual costs
Costs of removal or clearance and disposal	Actual Cost

Regulation of Material on Highways Bylaw No. 10226

Section 1.3.2

Description	Fee
Administrative charges for cost recovery	20% of actual costs
Costs of removal, impoundment or seizure	Actual Cost

Regulation of Material on Highways Bylaw No. 10226

Section 1.3.6

Description	Fee
Administrative charges for cost recovery	20% of actual costs
Costs of removal and disposal	Actual Cost

SCHEDULE – RESIDENTIAL LOT (VEHICULAR) ACCESS REGULATION**Residential Lot (Vehicular) Access Regulation Bylaw No. 7222****Administration Fees**

Section 2.3

Description	Fee
<u>Driveway Crossing Application</u> Administration/Inspection Fee	\$104.00

SCHEDULE – SANITARY SEWER**Sanitary Sewer Bylaw No. 10427**

Description	Fee
<u>Design Plan Prepared by City [s.1.2.1(d)]</u> a) Design plan prepared by City for One-Family Dwelling or Two- Family Dwelling	\$1,071.00 each
<u>Service Requests [s.2.7.1]</u> For responses by the City in connection with a request for maintenance or emergency services	\$323.00 each
<u>Application for Sanitary Sewer User Fee Reduction [s.2.3.1(b)]</u> Application fee	\$315.00 each

SCHEDULE – SIGN REGULATION**Sign Regulation Bylaw No. 9700**

Sections 1.12, 1.14

Description	Fee
Base application fee (non-refundable)	\$92.25 (creditable towards appropriate permit fee)
Fee for home-based sign	\$92.25
Fee based on sign area (awning, banner, canopy, changeable copy, fascia, mansard roof, marquee, projected-image, projecting, under awning/canopy, window signs >25%)	<15.0m ² : \$118.00 15.01-45.0m ² : \$232.00 >45.01m ² : \$403.00
Fee for new freestanding signs	< 3.0m ² : \$232.00 3.01-9.0m ² : \$460.00 9.01-15.0m ² : \$689.00

Fee for temporary construction freestanding/fencing signs	Single/two family: \$118.00 \$67.25 for each additional 6 months. 3+ family construction: \$232.00 \$118.00 for each additional 6 months
Freestanding sign relocation fee (on same site)	\$232.00 (same as base f/s fee)
Permit processing fee for a sign without a permit	2x actual permit fee

SCHEDULE – SOIL DEPOSIT AND REMOVAL

Soil Deposit and Removal Bylaw No. 10200 Fees

Sections 4.1.1d; 4.2.1; 4.4.1 (d); 4.7.1 (b)

Description	Fee
Soil and other Material Deposit or Removal Application Fee (over 100 cubic metres to 600 cubic metres)	\$644.00
Soil and Other Material Deposit or Removal Application Fee (over 600 cubic metres)	\$1,071.00
Security Deposit	\$5.04 per cubic metre (\$15,000 minimum to a maximum of \$200,000)
Volume Fee - Soil Removal	\$1.04 per cubic metre
Volume Fee - Soil Deposit (Soil or Other Material imported within the City)	\$1.04 per cubic metre
Volume Fee - Soil Deposit (Soil or Other Material imported from outside the City)	\$2.04 per cubic metre
Soil and Other Material Deposit or Soil Removal Permit Renewal Fee	\$323.00

SCHEDULE - TRAFFIC**Traffic Bylaw No. 5870**

Parking Fees

Section 12A.3, 12B.4

Description	Fee
<i>Pay Parking Fees:</i> Block Meter Zones	All rates include applicable taxes. \$3.50 per hour – 8:00 am to 9:00 pm
<i>Parking Permit / Decal Fees:</i> Parking Permit Decal	\$55.25 per calendar month, plus applicable taxes, subject to discount of: <ul style="list-style-type: none"> • 10% for groups of 11 or more permit decals

Traffic Bylaw No. 5870

Parking Fees

Section 12B.1, 12B.4

Description	Fee
<i>Parking Permit / Decal Fees:</i> Parking Permit Decal	\$100.00 per calendar year, per registered vehicle <ul style="list-style-type: none"> • <i>Registration is optional</i> • <i>City Centre Parking Management Zone</i> - Per Schedule K to Bylaw 5870

Traffic Bylaw No. 5870

Construction Permit Zone with Block Meter and/or Metered Parking Spaces

Section 42.2A

Obstruction of Block Meter Machine	\$112.00 per day per block meter machine plus applicable taxes
Removal of Block Meter Machine	\$112.00 per block meter machine plus applicable taxes
Storage of Block Meter Machine	\$55.25 per month per block meter machine plus applicable taxes
Obstruction of Metered Parking Space	\$37.00 per day per metered parking space plus applicable taxes

SCHEDULE – TREE PROTECTION**Tree Protection Bylaw No. 8057****Permit Fees**

Sections 4.2, 4.6

Description	Fee
<u>Permit application fee</u>	
To remove a hazard tree	No Fee
One (1) tree per parcel during a 12 month period	\$68.50
Two (2) or more trees	\$82.50 per tree
Permit renewal, extension or modification fee	\$68.50

Tree Protection Bylaw No. 8057**Permit Fees**

Sections 4.4.1, 5.2.6, 7.6(c)

Section	Description	Fee
Section 4.4.1	Security Deposit for replacement tree under a permit: <ul style="list-style-type: none"> - not related to works - related to a building permit - related to subdivision 	<ul style="list-style-type: none"> \$0 per replacement tree \$0 per replacement tree \$750 per replacement tree
Section 5.2.6	Security Deposit for retained tree that is not a significant tree: <ul style="list-style-type: none"> - related to a building permit - related to subdivision <ul style="list-style-type: none"> - for trees 20cm to 30cm caliper - for trees 31cm to 91cm caliper 	<ul style="list-style-type: none"> \$0 per retained tree \$5,000 per retained tree \$10,000 per retained tree
Section 5.2.6	Security Deposit for retained tree, if significant tree	\$20,000 per significant tree
Section 7.6(c)	Security Deposit for replacement trees planted as compensation for a significant tree, if significant tree damaged, cut or removed without permit	\$20,000 per significant tree

SCHEDULE – USE OF CITY STREETS**Traffic Bylaw No. 5870**

Obstruction of Traffic – Traffic Management Plan Review and Lane Closure Permit

Section 6.3

Description	Fee
Application Review Fee	\$112.00

Traffic Bylaw No. 5870

Containers – Temporary Placement Permit

Section 9A

Description	Fee
Permit Fee	\$33.25 per day

Traffic Bylaw No. 5870

Shared Vehicle Parking Space – Permit

Section 12C

Description	Fee
Permit Fee	\$330.00 per year

Traffic Bylaw No. 5870
EV Charging – City EV Parking Stall User Fees
 Section 12D.4

Description	Fee
<u>Charging Level of EV Supply Equipment</u>	<i>Per minute</i>
Level 2 – 3.1kW to 9.6kW Charging Session User Fees	Initial 2 hrs: \$0.0375/min (\$2.25/hr) After 2 hrs: \$0.0875/min (\$5.25/hr)
Level 3 – 25kW Charging Session User Fees	\$0.1375/min (\$8.25/hr)
Level 3 – 50kW Charging Session User Fees	\$0.275/min (\$16.50/hr)

Traffic Bylaw No. 5870
Oversize Vehicles and Building Moves – Permit
 Section 25.1

Description	Fee
Individual Vehicle Trip	\$28.00
One Vehicle for More than One Trip	\$112.00
One Building Move	\$55.25
Re-issuance of Building Move Permit as a Result of Changes Requested to Original Permit	\$28.00

Traffic Bylaw No. 5870
Construction Zones – Permit
 Section 42.1

Description	Fee
Permit Fee	\$330.00
* per day *Plus	\$33.25
** per metre of roadway to which permit applies, per day **Plus	\$1.25

SCHEDULE – UNDERPINNING WORKS AND CONSTRUCTION FENCE ENCROACHMENT

Underpinning Works and Construction Fence Encroachment Bylaw No. 9833

Sections 2.1, 2.2 and 3.4

Description	Fee
Underpinning Works	
Application Fee	\$574.00 per Underpinning Works Permit application
Encroachment Fee	\$60.50 per square meter of excavation face that will be supported by the Underpinning Works
Inspection Fee	\$274.00
Additional Inspection Fees	\$104.00 per additional inspection if additional inspection(s) are required as a result of initial inspection showing deficiencies
Security Deposit	\$5,706.00 plus such additional amounts set forth in section 2.2 of Bylaw No. 9833
Construction Fence	
Fee	
Application Fee	\$118.00 per Construction Fence Permit application
Encroachment Fee	\$12.00 per year per square meter of encroachment
Inspection Fee	\$274.00
Additional Inspection Fees	\$104.00 per additional inspection if additional inspection(s) are required as a result of initial inspection showing deficiencies
Security Deposit	\$5,706.00

SCHEDULE – VEHICLE FOR HIRE REGULATION

Vehicle for Hire Regulation Bylaw No. 6900

Permit & Inspection Fees

Sections 3.7, 6.3

Description	Fee	Units
Transporting of trunks	\$8.50	per trunk
Towing permit	\$150.00	
Inspection fee for each inspection after the second inspection	\$35.50	

SCHEDULE – VISITING DELEGATION, STUDY TOUR AND CITY HALL TOUR**Visiting Delegation, Study Tour and City Hall Tour Bylaw No. 9068
Section 2.1**

Description		Fee
City Hall Tour		\$302.00 plus room rental fee
Visiting Delegation or Study Tour	Up to 2 hours	\$302.00 plus room rental fee
	2 to 4 hours	\$599.00 plus room rental fee
	More than 4 hours	\$1,193.00 plus room rental fee

SCHEDULE – WATER USE RESTRICTION**Water Use Restriction Bylaw No. 7784
Permit Fees
Section 3.1**

Description	Fee
Permit application fee for new lawns or landscaping (s.3.1.1(a))	\$41.50
Permit application fee for nematode applications for European Chafer Beetle control, where property does not have water meter service (s.3.1.1(b))	\$41.50
Permit application fee for nematode applications for European Chafer Beetle control, where property has water meter service (s.3.1.1(b))	NIL

SCHEDULE – WATERCOURSE PROTECTION AND CROSSING**Watercourse Protection and Crossing Bylaw No. 8441
Application, Design Drawing and Inspection Fees**

Description	Fee
<u>Culvert</u>	
Application Fee	\$709.00
City Design Option	\$1,625.00
Inspection Fee	\$137.00 plus \$27.75 per additional linear metre of culvert over 5 metres wide
<u>Bridge</u>	
Application Fee	\$139.00
Inspection Fee	\$268.00

Note: There is no City Design Option for bridges.

**Watercourse Protection and Crossing Bylaw No. 8441
Riparian Management Area Building Permit – Application Review Fees
Section 8.2**

Description	Fee
<u>Application Review Fees</u>	
(a) Single or two family dwelling construction	\$840.00
(b) Single or two family dwelling demolition	\$393.00
(c) Addition to and/or accessory building over 10 m ² (for single or two family dwellings) construction	\$393.00
(d) Addition to and /or accessory building over 10 m ² (for single or two family dwellings) demolition	\$393.00
(e) Retaining wall over 1.2 m in height, for single or two family dwellings	\$393.00
(f) Site services for single or two family dwelling	\$393.00
(g) Combination of three (3) or more of the following: single or two family dwelling construction and/or demolition, addition to and/or accessory building over 10m ² for single or two family dwellings construction and/or demolition, retaining wall over 1.2 m in height, for single or two family dwelling, and/or site services for single or two family dwelling.	\$1,676.00

Note: Other than as set out above there are no Building Permit application review fees for activities in or adjacent to riparian management areas

Watercourse Protection and Crossing Bylaw No. 8441
Development in Riparian Management Area Inspection Fees
 Section 8.5

Description	Fee
<u>Initial Inspection Fee</u>	\$84.25
<u>Re-inspection Fees</u>	
(a) first additional inspection	\$84.25
(b) second additional inspection	\$169.00
(c) third additional inspection	\$337.00
<i>Note: the fee for each additional inspection after the third additional inspection, required as a result of prior inspection showing deficiencies, will be at double the cost of each immediately previous inspection</i>	

SCHEDULE – WATERWORKS

Waterworks and Water Rates Bylaw No. 5637

Description [Section]	Fee
<u>Design Plan Prepared by City [s. 2(d)]</u>	
(a) Design plan prepared by City for One-Family Dwelling or Two-Family Dwelling	\$1,071.00 each
(b) Design plan for all other buildings	\$2,141.00 each
For each turn on or turn off [s. 11(a)(iii), s. 11(c)(i)]	\$117.00
For each non-emergency service call outside regular hours [s. 11(b)(i)]	Actual Cost
Fee for testing a water meter [s. 26(a)]	\$406.00
Fee for water meter verification request [s. 26(d)]	\$53.75
Troubleshooting on private property	Actual Cost
<u>Fire flow tests of a watermain</u>	
(a) First test	\$269.00
(b) For each subsequent test	\$162.00
Locate or repair of curb stop service box or meter box	Actual Cost
<u>Fee for use of City fire hydrants [s. 37]</u>	
(a) Where the installation of a water meter is required:	
(i) Refundable Deposit	\$366.00
(ii) Consumption fee: the greater of the rates set out in Item 1 of Bylaw No. 5637 Schedules “B” or “C”, or	\$235.00
(b) Where the installation of a water meter is not required:	
(i) First day	\$235.00
(ii) Each additional day of use beyond the first day	\$77.50

<u>Fee for use of Private fire hydrants [s. 37.1]</u>	
(a) Where the installation of a water meter is required:	
(i) Refundable Deposit	\$386.00
(ii) Consumption fee: the greater of the rates set out in Item 1 of Bylaw No. 5637 Schedules "B" or "C", or	\$227.00
(b) Where the installation of a water meter is not required:	
(i) First day	\$109.00
(ii) Each additional day of use beyond the first day	\$70.00

SCHEDULE – WHARVES REGULATION

Wharves Regulation Bylaw No. 10182

Moorage Fees

Section 4.1

Description	Fee
Moorage Fee - per foot per 24 hour period	\$1.75

Note: All stays at Imperial Landing are limited to a maximum of three (3) consecutive days within a fourteen (14) day period.

Separate tickets must be purchased for each day of moorage (i.e. 24-hour period). The separate tickets may be purchased at the same time OR a single ticket can be purchased at the beginning of each day.

Tickets are non-transferable.



City of Richmond

Report to Committee

To: Finance Committee

Date: September 9, 2024

From: Mike Ching
Director, Finance

File: 03-0925-02-04/2024-
Vol 01

Re: **Permissive Property Tax Exemption (2025) Bylaw No.10566**

Staff Recommendation

That Permissive Property Tax Exemption (2025) Bylaw No. 10566 be introduced and given first, second and third readings.

Mike Ching
Director, Finance
(604-276-4137)

Att. 1

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
SENIOR STAFF REPORT REVIEW	INITIALS:
APPROVED BY CAO	

Staff Report

Origin

Permissive exemptions of property tax are provided to various properties in accordance with Sections 220 and 224 of the *Community Charter* and Council Policy 3561, which has been consistently applied since 1977. The exemption bylaw must be adopted by October 31 of each year to be effective for the following year.

This report supports Council's Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

Responsible financial management and efficient use of public resources to meet the needs of the community.

4.1 Ensure effective financial planning to support a sustainable future for the City.

4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.

Analysis

Owners of exempted properties in 2024 were contacted and their eligibility for permissive exemptions were verified for the upcoming year. Amendments to the 2025 bylaw are reflected in Attachment 1 and detailed below.

Permissive Exemption Bylaw Amendments

1. Richmond Emmanuel Church ("REC") – 200-7451 Elmbridge Way

On July 14, 2024, the City received an application for permissive tax exemption from REC for their leased property on Elmbridge Way. The lease of this space will expire at the end of 2024 and REC will move to a new location in Richmond. The permissive tax exemption for this location is not required for 2025 and will be taxable.

2. Richmond Emmanuel Church ("REC") - #3360, 3360 and 3380 – 8181 Cambie Road

REC purchased units 3330, 3360 and 3380 at 8181 Cambie Road on June 29, 2022. These units did not receive permissive tax exemptions in the years 2023 or 2024. BC Assessment stated that the design, condition and configuration of the units were not conducive to being used as a public place of worship. A building permit for alterations was issued by the City on October 16, 2023. REC confirmed that the work did not start until late 2023 and is expected to be completed in late 2024.

Together with BC Assessment, it is found that these units are now suitable to be used as a public place of worship, based on a site visit on August 29, 2024. REC intends for public worship to begin taking place in September 2024. BC Assessment has confirmed that these units will receive statutory exemptions in 2025.

No. 5 Road Backlands

As part of the City's annual review, staff conducted site visits in June 2024 to religious organizations on No. 5 Road to ensure farming requirements are being met. After the site visit, correspondence from the City was sent to a few organizations informing them that full farming requirements of their backlands were not met. The Agricultural Land Reserve has also reached out to the same organizations reminding them of their farming obligations as the entire two-thirds (2/3) of the backlands are not currently being fully farmed. Staff have requested that farm plans from each respective organization be provided, detailing what farm activities will take place and a timeline for the completion of the planned work. A meeting is scheduled to take place with one of the organizations in early October, and staff will provide an update to the Mayor and Councillors.

Staff continues to work with the No. 5 Road religious organizations to ensure farming of the backlands is taking place to allow a permissive tax exemption for future years.

Financial Impact

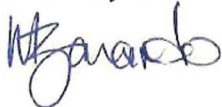
Property tax exemptions impact the City's finances by reducing the total assessed value of properties subject to taxation each year, and in 2024 this resulted in a municipal tax shortfall of \$1,584,118, or 0.52%, of the total municipal tax levy. The City recovers this shortfall through tax increases to general taxpayers.

Church properties represent the largest number of permissively exempted properties and accounts for \$577,973 in municipal exempted taxes in 2024. Non-City owned exempted properties account for \$142,787 in municipal exempted taxes, and City owned or leased properties account for \$863,358.

Conclusion

Council grants permissive exemptions annually to properties of qualifying organizations providing social benefit to the Community.

Permissive Exemption Bylaw No. 10566 will provide tax exemptions in accordance with the *Community Charter* and Council's Permissive Tax Exemptions Policy 3561.



Angela Zanardo
Manager, Revenue
(604-276-4392)

AZ:az

Att. 1: Amendments to Permissive Property Tax Exemption (2025) Bylaw No. 10566

Amendments to Permissive Property Tax Exemption (2025) Bylaw No. 10566

Amendments to the Bylaw:

Schedule	Folio	Civic Address	Organization Name	Amendment
C	057-614-000	200-7451 Elmbridge Way	Richmond Emmanuel Church	Not eligible for a 2025 permissive tax exemption.
A	082-265-027	3330-8181 Cambie Rd	Richmond Emmanuel Church	Expected to receive statutory exemption in 2025.
A	082-265-028	3360-8181 Cambie Rd	Richmond Emmanuel Church	Expected to receive statutory exemption in 2025.
A	082-265-029	3380-8181 Cambie Rd	Richmond Emmanuel Church	Expected to receive statutory exemption in 2025.



Permissive Property Tax Exemption (2025) Bylaw No. 10566

The Council of the City of Richmond enacts as follows:

PART ONE: RELIGIOUS PROPERTIES PERMISSIVE EXEMPTION

- 1.1 Pursuant to Section 224(2)(f) of the *Community Charter*, the religious halls and the whole of the parcels of land surrounding the religious halls shown on Schedule A are considered necessary to an exempt building set apart for public worship, and are hereby exempt from taxation for the 2025 year.
- 1.2 Pursuant to Section 224(2)(f) of the *Community Charter*, the portions of the parcels of land and improvements surrounding the religious halls shown on Schedule B are considered necessary to an exempt building set apart for public worship, and are hereby exempt from taxation for the 2025 year.
- 1.3 Notwithstanding Sections 1.1 and 1.2 of this bylaw, no additional exemption from taxation pursuant to Section 224(2)(f) will be granted to any parcel of land for which an associated building is not exempted by the British Columbia Assessment Authority pursuant to Section 220(1)(h) of the *Community Charter*.
- 1.4 Notwithstanding Sections 1.1 and 1.2 of this bylaw, if at any point from the period commencing on the date of Council approval of this bylaw and December 31, 2025, parcels of land or portions thereof that are listed in Schedule A or Schedule B no longer qualify for the statutory tax exemption set out in section 220(1)(h) of the *Community Charter*, such parcels of land or portions thereof will be reassessed and subject to taxation for the period commencing on the date on which qualification for the statutory tax exemption ceased and ending on December 31, 2025.

PART TWO: TENANTED RELIGIOUS PROPERTIES PERMISSIVE EXEMPTION

- 2.1 Pursuant to Section 224(2)(g) of the *Community Charter*, the portions of land and improvements shown on Schedule C are hereby exempt from taxation for the 2025 year.

**PART THREE: CHARITABLE AND RECREATIONAL PROPERTIES
PERMISSIVE EXEMPTION**

- 3.1 Pursuant to Section 224(2)(a) of the *Community Charter*, the whole of the parcels of land shown on Schedule D are hereby exempt from taxation for the 2025 year.
- 3.2 Notwithstanding Section 3.1 of this bylaw, no additional exemption from taxation pursuant to Section 3.1 of this bylaw will be granted to any parcel of land for which an associated building is not exempted by the British Columbia Assessment Authority pursuant to Section 220(1)(i) of the *Community Charter*.
- 3.3 Pursuant to Section 224(2)(a) and Section 224(2)(j) of the *Community Charter*, the whole of the parcels of land and improvements shown on Schedule E are hereby exempt from taxation for the 2025 year.
- 3.4 Pursuant to Section 224(2)(a) and Section 224(2)(k) of the *Community Charter*, the whole of the parcels of land and improvements shown on Schedule F are hereby exempt from taxation for the 2025 year.
- 3.5 Pursuant to Section 224(2)(a) of the *Community Charter*, the whole or portions of the parcels of land and improvements shown on Schedule G are hereby exempt from taxation for the 2025 year.
- 3.6 Pursuant to Section 224(2)(i) of the *Community Charter*, the whole or portions of land and improvements shown on Schedule H are hereby exempt from taxation for the 2025 year.
- 3.7 Pursuant to Section 224(2)(d) of the *Community Charter*, the whole or portions of land and improvements shown on Schedule I are hereby exempt from taxation for the 2025 year.

PART FOUR: MISCELLANEOUS PROVISIONS

- 4.1 Schedules A through I inclusive, which are attached hereto, form a part of this bylaw.
- 4.2 Permissive Exemption Bylaw 10476 is hereby repealed in its entirety.
- 4.3 This Bylaw is cited as “Permissive Property Tax Exemption (2025) Bylaw No. 10566”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>MC</i>
APPROVED for legality by Solicitor <i>BRB</i>

MAYOR

CORPORATE OFFICER

SCHEDULE A to BYLAW 10566

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Bakerview Gospel Chapel (067-375-002) 8991 Francis Road	PID 009-294-902 Lot 135 Except: Parcel B (Bylaw Plan 87226) Section 21 Block 4 North Range 6 West New Westminster District Plan 23737	Bakerview Gospel Chapel 10260 Algonquin Drive Richmond, B.C. V7A 3A4
Beth Tikvah Congregation and Centre Association (099-358-999) 9711 Geal Road	PID 003-644-391 Lot 1 Except: Firstly: Part Subdivided by Plan 44537 Secondly: Part Subdivided by Plan LMP47252 Section 26 Block 4 North Range 7 West New Westminster District Plan 17824	Beth Tikvah Congregation and Centre Association 9711 Geal Road Richmond, B.C. V7E 1R4
Broadmoor Baptist Church (071-191-006) 8140 Saunders Road	PID 007-397-216 Lot 123 Section 28 Block 4 North Range 6 West New Westminster District Plan 44397	Broadmoor Baptist Church 8140 Saunders Road Richmond, B.C. V7A 2A5
Canadian Martyrs Parish (094-145-000) 5771 Granville Avenue	PID 003-894-266 Lot 610 Section 12 Block 4 North Range 7 West New Westminster District Plan 58494	Roman Catholic Archbishop of Vancouver 5771 Granville Avenue Richmond, B.C. V7C 1E8
Christian and Missionary Alliance (082-148-009) 3360 Sexsmith Road	PID 003-469-247 Lot 23 Except: Firstly: the East 414.3 Feet Secondly: the South 66 Feet, and Thirdly: Part Subdivided by Plan 33481 Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 3404	Christian & Missionary Alliance 3360 Sexsmith Rd Richmond, B.C. V6X 2H8
Christian Reformed Church of Richmond (072-496-000) 9280 No. 2 Road	PID 018-262-767 Lot 2 of Section 30 Block 4 North Range 6 West New Westminster District Plan LMP9785	Christian Reformed Church of Richmond 9280 No. 2 Road Richmond, B.C. V7E 2C8

PLACE OF PUBLIC WORSHIP PROPER & HALL

SCHEDULE A to BYLAW 10566

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Church in Richmond (083-953-080) 4460 Brown Road	PID 028-628-110 Lot 7 Section 33 Block 5 North Range 6 West New Westminster District Plan 3318 Part S 1/2, Except Plan 24362, Exp 24381	Church in Richmond 4460 Brown Road Richmond BC V6X 2E8
Emmanuel Christian Community Society (102-050-053) 10351 No. 1 Road	PID 011-908-106 Lot 13 Block A Section 34 Block 4 North Range 7 West Except Plan 53407 New Westminster District Plan 710	Emmanuel Christian Community Society 10351 No. 1 Road Richmond, B.C. V7E 1S1
Fujian Evangelical Church (025-172-004) 12200 Blundell Road	PID 025-000-047 Lot 1 Section 19 Block A North Range 5 West New Westminster District Plan LMP49532	Fujian Evangelical Church 12200 Blundell Road Richmond, B.C. V6W 1B3
Gilmore Park United Church (097-837-001) 8060 No. 1 Road	PID 024-570-541 Strata Lot 1 Section 23 Block 4 North Range 7 West New Westminster District Strata Plan LMS3968	Congregation of the Gilmore Park United Church 8060 No. 1 Road Richmond, B.C. V7C 1T9
I Kuan Tao (Fayi Chungder) Association (084-144-013) 8866 Odlin Crescent	PID 025-418-645 Lot 30 Section 33 Block 5 North Range 6 West new Westminster District Plan LMP54149	Yi-Guan Dao Fa-Yi Chong-De Association C/O I Kuan Tao (Fayi Chungder) Association #2100, 1075 West Georgia Street Vancouver, B.C. V6E 3G2
Immanuel Christian Reformed Church (062-719-724) 7600 No. 4 Road	PID 003-486-486 Parcel One Section 14 Block 4 North Range 6 West New Westminster District Reference Plan 71292	Immanuel Christian Reformed Church 7600 No. 4 Road Richmond, B.C. V6Y 2T5
Johrei Fellowship (084-786-000) 10380 Odlin Road	PID 003-485 757 East Half of Lot 4 Except: Part Subdivided by Plan 79974; Section 35 Block 5 North Range 6 West, New Westminster District Plan 5164	Johrei Fellowship Inc. 10380 Odlin Road Richmond, B.C. V6X 1E2

SCHEDULE A to BYLAW 10566

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Lansdowne Congregation Jehovah's Witnesses (061-569-073) 11014 Westminster Highway	PID 003-578-356 Lot 107 Section 12 Block 4 North Range 6 West New Westminster District Plan 52886	Trustees of the Lansdowne Congregation Jehovah's Witnesses c/o Jurgan Halbheer 10960 Ryan Road Richmond, B.C. V6A 2G4
Our Saviour Lutheran Church (061-166-000) 6340 No. 4 Road	PID 010-899-294 Parcel 1 of Section 11 Block 4 North Range 6 West New Westminster District Plan 77676	Our Saviour Lutheran Church of Richmond BC 6340 No. 4 Road Richmond, B.C. V6Y 2S9
Trustees Congregation of Meeting Room 8020 No. 5 Rd Richmond BC (Meeting Room) (025-166-010) 8020 No. 5 Road	PID 016-718-739 Lot A Section 19 Block 4 North Range 5 West New Westminster District Plan 86178	Trustees Congregation of Meeting Room 8020 No. 5 Rd Richmond BC 419 Centennial Pkwy Delta BC V4L 1K9
Mennonite Church BC (Peace Mennonite Church) (080-792-000) 11571 Daniels Road	PID 004 152 832 Lot 323 of Section 25 Block 5 North Range 6 West New Westminster District Plan 57915	Mennonite Church BC C/O Peace Mennonite Church 11571 Daniels Road Richmond, B.C. V6X 1M7
North Richmond Alliance Church (063-418-009) 9140 Granville Avenue	PID 017-691-842 Lot 1 (BF53537) Section 15 Block 4 North Range 6 West New Westminster Plan 7631	Christian & Missionary Alliance-Canada Pacific C/O North Richmond Alliance Church 9410 Granville Avenue Richmond, B.C. V6Y 1P8
Richmond (Bethel) Mennonite Church (030-869-001) 10160 No. 5 Road	PID 017 945 054 Lot A (BF302986) Section 31 Block 4 North Range 5 West New Westminster District Plan 35312	B.C. Conference of the Mennonite Brethren Churches 10200 No. 5 Road Richmond, B.C. V7A 4E5

SCHEDULE A to BYLAW 10566

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Richmond Chinese Evangelical Free Church (025-162-005) 8040 No 5 Road	PID 004-332-695 South 100 feet West Half Lot 1 Block "A" Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	Richmond Chinese Evangelical Free Church Inc. 8040 No. 5 Road Richmond, B.C. V6Y 2V4
Richmond Chinese Alliance Church (102-369-073) 10100 No. 1 Road	PID 003-898-474 Lot 68 Section 35 Block 4 North Range 7 West New Westminster District Plan 31799	Christian and Missionary Alliance (Canadian Pacific District) 107 – 7585 132 nd Street Surrey, B.C. V2W 1K5
Richmond Emmanuel Church (082-265-027) 3330 – 8181 Cambie Rd	PID 018-553-273 Lot 27 Section 28 Block 5N Range 6W New Westminster District Plan LMS1162 together with an interest in the common property in proportion to the unit entitlement of the strata lot.as shown on Form 1 or V, as appropriate.	Richmond Emmanuel Church 3380 – 8181 Cambie Rd Richmond B.C. V6X 3X9
Richmond Emmanuel Church (082-265-028) 3360 – 8181 Cambie Rd	PID 018-553-281 Lot 28 Section 28 Block 5N Range 6W New Westminster District Plan LMS1162 together with an interest in the common property in proportion to the unit entitlement of the strata lot.as shown on Form 1 or V, as appropriate.	Richmond Emmanuel Church 3380 – 8181 Cambie Rd Richmond B.C. V6X 3X9
Richmond Emmanuel Church (082-265-029) 3380 – 8181 Cambie Rd	PID 018-553-290 Lot 29 Section 28 Block 5N Range 6W New Westminster District Plan LMS1162 together with an interest in the common property in proportion to the unit entitlement of the strata lot.as shown on Form 1 or V, as appropriate.	Richmond Emmanuel Church 3380 – 8181 Cambie Rd Richmond B.C. V6X 3X9

SCHEDULE A to BYLAW 10566

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
Richmond Faith Fellowship (085-780-002) 11960 Montego Street	PID 010-267-930 Lot A Except: Parcel E (Bylaw Plan LMP22889), Section 36 Block 5 North Range 6 West New Westminster District Plan 17398	Evangelical Missionary Church of Canada C/O Richmond Faith Fellowship 11960 Montego Street Richmond, B.C. V6X 1H4
Richmond Pentecostal Church (060-300-000) 9300 Westminster Highway	PID 024-957-828 Parcel C Section 10 Block 4 North Range 6 West New Westminster District Plan 48990	Pentecostal Assemblies of Canada 9300 Westminster Highway Richmond, B.C. V6X 1B1
Richmond Presbyterian Church (094-627-007) 7111 No. 2 Road	PID 009-213-244 Lot 110 of Section 13 Block 4 North Range 7 West New Westminster District Plan 24870	Trustees of Richmond Congregation of Presbyterian Church 7111 No. 2 Road Richmond, B.C. V7C 3L7
Richmond Sea Island United Church (082-454-062) 8711 Cambie Road	PID 011-031-182 Lot 3 Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 4037	Congregation of the Richmond United Church of Canada 8711 Cambie Road Richmond, B.C. V6X 1K2
St. Paul's Roman Catholic Parish (067-043-063) 8251 St. Albans Road	PID 010 900 691 Lot 15 Except: Firstly: Part Dedicated as Road on Plan 20753, Secondly: Part Subdivided by Plan 58438; Section 21 Block 4 North Range 6 West New Westminster District Plan 3238	Roman Catholic Archbishop of Vancouver St. Paul's Roman Catholic Parish 8251 St. Alban's Road Richmond, B.C. V6Y 2L2
Salvation Army Richmond (066-497-000) 8280 Gilbert Road	PID 001-234-684 Lot "L" (Y24736) of Section 20 Block 4 North Range 6 West New Westminster District Plan 10008	Governing Council of the Salvation Army Canada West 8280 Gilbert Road Richmond, B.C. V7C 3W7

SCHEDULE A to BYLAW 10566

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
South Arm United Church Hall (plus Annex - Pioneer Church) (047-431-056) 11051 No. 3 Road	PID 015-438-562 Parcel E (Explanatory Plan 21821) of Lots 1 and 2 of Parcel A Section 5 Block 3 North Range 6 West New Westminster District, Plan 4120 Except: Firstly; Part Subdivided by Plan 29159 AND Secondly: Parcel "D" (Bylaw Plan 79687)	Congregation of the South Arm United Church of Canada 11051 No. 3 Road Richmond, B.C. V6X 1X3
Steveston Congregation of Jehovah's Witnesses (102-520-003) 4260 Williams Road	PID 006-274-382 Parcel "A" (Reference Plan 17189) Lot 1 of Section 35 Block 4 North Range 7 West New Westminster District Plan 10994	Steveston Congregation of Jehovah's Witnesses Attn: Jonathan Mearns #87 – 6800 Lynas Lane Richmond, B.C. V7C 5E2
Steveston United Church (087-640-000) 3720 Broadway Street	PID 010-910-336 Parcel A Section 3 Block 3 North Range 7 West New Westminster District Reference Plan 77684	Trustees of Steveston Congregation of United Church of Canada 3720 Broadway Street Richmond, B.C. V7E 4Y8
Subramaniya Swamy Temple (025-161-000) 8840 No. 5 Road	PID 000-594-261 Parcel B (Explanatory Plan 10524) Lot 3 Section 19 Block 4 North Range 5 West New Westminster District Plan 5239	SRI Sadashiva Subramaniya Swamy Temple of B.C. Foundation 8840 No. 5 Road Richmond, B.C. V6Y 2V4
Trinity Pacific Church (076-082-008) 10011 No. 5 Road	PID 007-178-204 Lot 297 Except Parcel B (Bylaw Plan 79916) Section 36 Block 4 North Range 6 West New Westminster District Plan 35779	Trinity Pacific Church 10011 No. 5 Road Richmond, B.C. V7A 4E4
Vancouver International Buddhist Progress Society (082-265-053) 6670 – 8181 Cambie Road	PID 018-553-532 Lot 53 Section 28 Block 5 North Range 6 West New Westminster District Plan LMS 1162 together with an interest in the common property in proportion to the unit entitlement of the strata lot.	Vancouver International Buddhist Progress Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9

PLACE OF PUBLIC WORSHIP PROPER & HALL

SCHEDULE A to BYLAW 10566

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
<p>Walford Road Gospel Church (081-608-000) 9291 Walford Street</p>	<p>PID 012-734-756 Lot 21 of Blocks 25 and 26 Section 27 Block 5 North Range 6 West New Westminster District Plan 2534</p>	<p>Holy Spirit Association For The Unification Of World Christianity 9291 Walford Street Richmond, B.C. V6X 1P3</p>
<p>West Richmond Gospel Hall (098-373-006) 5651 Francis Road</p>	<p>PID 008-825-025 Lot 45 Except: Parcel A (Statutory Right of Way Plan LMP11165) Section 24 Block 4 North Range 7 West New Westminster District Plan 25900</p>	<p>West Richmond Gospel Hall 5651 Francis Road Richmond, B.C. V7C 1K2</p>

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 10566

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Aga Khan Foundation Canada (The Ismaili Jamatkhana and Centre) (084-310-003) 4000 May Drive	PID 029-176-263 Lot A Section 34 Block 5 North Range 6 West New Westminster District Plan EPP32741	Aga Khan Foundation Canada (The Ismaili Jamatkhana and Centre) 199 Sussex Drive Ottawa, ON K1N 1K6	100% of footprint of building 60,000 sq. ft. for parking	Remainder of land not exempted	100%	0%
Assumption of the Blessed Virgin Mary Ukrainian Catholic Church (098-394-005) 8700 Railway Avenue Manse	PID 011-070-749 Parcel "One" (Explanatory Plan 24522) of Lots "A "and "B" Plan 4347 and Lot 26 of Plan 21100 Section 24 Block 4 North Range 7 West New Westminster District	Ukrainian Catholic Eparchy of New Westminster 8700 Railway Avenue Richmond, B.C. V7C 3K3	97.65% 2,031.18 m ²	2.35% 48.82 m ²	75.6% of Manse Building 302.59 m ²	24.4% of Manse Building 97.64 m ²
Bethany Baptist Church (000-821-001) 22680 Westminster Highway (Site Area 5.295 acres)	PID 018-604-897 Lot 1 Except: Part Dedicated Road on Plan LMP18317; Section 2 Block 4 North Range 4 West New Westminster District Plan LMP9648	Bethany Baptist Church 22680 Westminster Highway Richmond, B.C. V6V 1B7	48%	52%	100% of Religious Hall	0%

SCHEDULE B to BYLAW 10566

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
BC Muslim Association (025-243-080) 12300 Blundell Road (Site Area 4.78 Acres)	PID 011-053-569 Lot 5 Except: Part Subdivided by Plan 33568; Block "A" Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	BC Muslim Association 12300 Blundell Road Richmond, B.C. V6W 1B3	43.6% 8,440 m ² 2.086 acres	56.4% 10,903.97 m ² 2.694 acres	100%	0%
Canadian Martyrs Parish (094-145-000) 5771 Granville Avenue	PID 003-894-266 Lot 610 Section 12 Block 4 North Range 7 West New Westminster District Plan 58494	Roman Catholic Archbishop of Vancouver 5771 Granville Avenue Richmond, B.C. V7C 1E8	93% 9,034.3 m ² 2.23 acres	7% 680 m ² 0.17 acres	100%	0%
Church of Latter Day Saints (074-575-000) 8440 Williams Road (Site Area 2.202 acres)	PID 009-210-890 Lot 2 Section 33 Block 4 North Range 6 West New Westminster District Plan 24922	Corp. of the President of the Lethbridge Stake of the Church of Jesus Christ of Latter-Day Saints c/o LDS Church Tax Division #502 - 7136 50 E. North Temple Street Salt Lake City, Utah, 84150-2201	90.8% 8,093.7 m ² 2.00 acres	9.2% 817.5 m ² 0.202 acres	100%	0%

Bylaw 10566
 PORTIONS OF LAND & IMPROVEMENTS
 FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10566

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Cornerstone Evangelical Baptist Church (024-279-000) 12011 Blundell Road Church Parking	PID 002-555-310 South Half of South West Quarter Section 18 Block 4 North Range 5 West New Westminster District Except: Firstly: Part Dedicated Road on Plan 87640 Secondly: Parcel E (Bylaw Plan LMP4874) Thirdly: Parcel F (Bylaw Plan LMP12615) Fourthly: Part on SRW Plan 21735	Cornerstone Evangelical Baptist Church of Vancouver 7890 No. 5 Road Richmond, B.C. V6Y 2V2	10% 5,158.4 m ²	90% 46,426.6 m ²	100%	0%
Dharma Drum Mountain Buddhist Association (025-222-030) 8240 No. 5 Road Manse	PID 003-740-315 Lot 23 Section 19 Block 4 North Range 5 West New Westminster District Plan 55080	Dharma Drum Mountain Buddhist Association 8240 No. 5 Road Richmond, B.C. V6Y 2V4	34.8% 3,384 m ² 0.836 acres	65.2% 6,333 m ² 1.565 acres	71.8% 729.75 m ²	28.2% 286.33 m ²
Fraserview Mennonite Brethren (080-623-027) 11295 Mellis Drive (Site Area 2.79 Acres)	PID 000-471-780 That portion of Lot 176 Section 25 Block 5 North Range 6 West New Westminster District Plan 53633	BC Conference of the Mennonite Brethren Churches 11295 Mellis Drive Richmond, B.C. V5X 4K2	71.7% 8,077 m ² 1.996 acres	28.3% 3,180.3 m ² 0.794 acres	100%	0%

SCHEDULE B to BYLAW 10566

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
India Cultural Centre of Canada (024-908-040) 8600 No 5 Road Manse & Parking	PID 004-328-850 Lot 19 Section 19 Block 4 North Range 5 West New Westminster District Plan 39242	India Cultural Centre of Canada 8600 No 5 Road Richmond, B.C. V6Y 2V4	43.9% 21,778.93 m ²	56.1% 27,828.07 m ²	Remaining portion of Building	100% of Manse 103.87 m ²
International Buddhist Society (046-195-007) 9160 Steveston Highway Manse The land under the taxable improvements situated on this property shall also be assessed as taxable.	PID 026-438-160 Section 3 Block 3 North Range 6 West New Westminster District Plan BCP19994 Parcel 1	International Buddhist Society 9160 Steveston Highway Richmond, B.C. V7A 1M5	36.5% 16,458.69 m ²	63.5% 28,622.31 m ²	83.2% of remaining hall 3,132.4 m ² 0% of farm buildings	16.8% of hall used for Manse and dining 632.0 m ² 100% of farm buildings
Ling Yen Mountain Temple (030-901-000) 10060 No. 5 Road (Site Area 4.916 Acres) Manse	PID 025-566-806 Lot 42 Except: Part Dedicated Road on Plan LMP22689, Section 31 Block 4 North Range 5 West New Westminster District Plan 25987	Ling Yen Mountain Temple 10060 No. 5 Road Richmond, B.C. V7A 4C5	27.7% 5,502.6 m ² 1.36 acres	72.3% 14,391.7 m ² 3.556 acres	50.6% 1,199.3 m ²	49.4% 1,171.8 m ²

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 10566

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Nanaksar- Gurdwara- Gursikh Temple (002-881-941) 18691 Westminster Highway (Site Area 14.88 Acres) Manse	PID 023-751-878 Lot 1 Section 6 Block 4 North Range 4 West New Westminster District Plan 33029	Nanaksar-Gurdwara- Gursikh Temple 18691 Westminster Highway Richmond, B.C. V6V 1B1	16% 9,619.5 m ² 2.377 acres	84% 50,597.7 m ² 12.503 acres	86.9% of Manse 2,925.05 m ² 100% of Religious Hall	13.1% of Manse 441.29 m ²
Parish of St. Alban's (Richmond) (064-132-000) 7260 St. Alban's Road Manse	PID 013-077-911 Parcel One Section 16 Block 4 North Range 6 West New Westminster District Reference Plan 80504	Parish of St. Alban's (Richmond) 7260 St. Alban's Road Richmond, B.C. V6Y 2K3	91.6% 4,464.1 m ²	8.4% 406.9 m ²	0% of Manse 100% of Religious Hall	100% of Manse 83.6 m ²
Parish of St. Anne's Steveston Anglican Church (097-615-002) 4071 Francis Road Religious Hall Commercial Use	PID 002-456-320 Lot 2 of Section 23 Block 4 North Range 7 West New Westminster District Plan 70472	Parish of St. Anne's 4071 Francis Road Richmond, B.C. V7C 1J8	99.2% 3,067.86 m ²	0.8% 24.14 m ²	97.8% 1,090.66 m ²	2.2% 24.14 m ²
Peace Evangelical Church (025-231-041) 8280 No. 5 Road Manse	PID 004-099-303 Lot 24 Section 19 Block 4 North Range 5 West New Westminster District Plan	Peace Evangelical Church 8280 No. 5 Road Richmond, B.C. V6Y 2V4	34.4% 3,614.3 m ² 0.893 acres	65.6% 6,892.7 m ² 1.703 acres	100% of Religious Hall 0% of Manse	100% Manse

SCHEDULE B to BYLAW 10566

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Richmond Alliance Church (047-535-044) 11371 No. 3 Road (Site Area 2.5 acres)	PID 004-113-331 South Half of 14 Section 5 Block 3 North Range 6 West New Westminster District Plan 4120	Christian and Missionary Alliance (Canadian Pacific District) 11371 No. 3 Road Richmond, B.C. V7A 1X3	80% 8,077.5 m ² 1.996 acres	20% 2,030.5 m ² 0.504 acres	100%	0%
Richmond Baptist Church (065-972-089) 6560 Blundell Road Manse and Parking	PID 006-457-118 Lot 43 Section 19 Block 4 North Range 6 West New Westminster District Plan 30356	Richmond Baptist Church 6640 Blundell Road Richmond, B.C. V7C 1H8	57% 1,151.4 m ²	43% 868.6 m ²	0% of Manse	100% of Manse 106.84 m ²
Richmond Baptist Church (066-062-000) 6640 Blundell Road	PID 033-732-193 Section 19 Block 4 North Range 6 West New Westminster District Plan 71422 Parcel A	Richmond Baptist Church 6640 Blundell Road Richmond, B.C. V7C 1H8	Portion of land not under church	Land under manse	0% of Manse 100% of Religious Hall	100% of Manse
Richmond Pentecostal Church (060-287-008) 9260 Westminster Highway Manse and Parking	PID 004-140-125 Lot A Section 10 Block 4 North Range 6 West New Westminster District Plan 13172	Pentecostal Assemblies of Canada 9260 Westminster Highway. Richmond, B.C. V6X 1B1	30% Paved parking area behind building 652.2 m ²	70% Non- parking area 1,521.8 m ²	0%	100%
Richmond Pentecostal Church (060-300-000) 9300 Westminster Highway	PID 024-957-828 Lot 107 Section 10 Block 4 North Range 6 West New Westminster District Plan 64615	Pentecostal Assemblies of Canada 9300 Westminster Highway Richmond, B.C. V6X 1B1	58.7% 8,093.7 m ² 2 acres	51.3% 5,690.3 m ² 1.4 acres	100%	0%

Bylaw 10566
 PORTIONS OF LAND & IMPROVEMENTS
 FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10566

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Science of Spirituality Eco Centre (045-488-098) Civic address: 11011 Shell Road Farm Land	PID 015-725-871 Parcel F (Reference Plan 2869) Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road on Plan LMP4152 PID 013-082-566 North Easterly 5 and 1/5 th Square Chains Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road by Plan LMP54152 PID 015-342-433 Parcel D (Explanatory Plan 1980) Section 2 Block 3 North Range 6 West New Westminster District PID 015-725-880 Parcel "G" (Reference Plan 2870) Section 2 Block 3 North Range 6 West New Westminster District	Science of Spirituality SKRM Inc. 9100 Van Horne Way Richmond, B.C. V6X 1W3	50% 385 m ²	50% 385 m ²	100%	0%

SCHEDULE B to BYLAW 10566

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Shia Muslim Community of British Columbia (024-941-069) 8580 No. 5 Road (Site Area 9.8 acres)	PID 004-884-850 Lot 20 Section 19 Block 4 North Range 5 West New Westminster District Plan 39242	Shia Muslim Community of British Columbia 8580 No. 5 Road Richmond, B.C. V6Y 2V4	38.1% 15,117.2 m ² 3.736 acres	61.9% 24,512.8 m ² 6.064 acres	100%	0%
South Arm United Church (047-431-056) 11051 No. 3 Road (Site Area 6.42 acres)	PID 015-438-562 Parcel "E" (Explanatory Plan 21821) of Lots 1 and 2 of Parcel "A" Section 5 Block 3 North Range 6 West New Westminster District Plan 4120 EXCEPT: FIRSTLY: Part Subdivided by Plan 29159 AND SECONDLY: Parcel "D" (Bylaw Plan 79687)	Congregation of the South Arm United Church of Canada 11051 No. 3 Road Richmond, B.C. V7A 1X3	31.6% 8,093.7 m ² 2 acres	68.4% 17,496.3 m ² 4.42 acres	100%	0%
St. Gregory Armenian Apostolic Church of BC (018-330-000) 13780 Westminster Highway	PID 002-946-068 Lot "A" (RD 190757) Section 8 Block 4 North Range 5 West New Westminster District Plan 12960	Armenian Apostolic Church of British Columbia 13780 Westminster Highway Richmond, B.C. V6V 1A2	95% 2,505.15 m ²	5% 131.85 m ²	100%	0%

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 10566

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
St. Joseph The Worker Parish (099-300-034) 4451 Williams Road (Site Area 8.268 acres) 3.26 and 5.00 acres	PID 010-887-725 Parcel "C" (Explanatory Plan 8670) of Lots 3 and 4 Except: Part Subdivided by Plan 30525; Section 26 Block 4 North Range 7 West New Westminster District Plan 3139	Roman Catholic Archbishop of Vancouver St. Joseph the Worker Parish 4451 Williams Road Richmond, B.C. V7E 1J7	38.8% 9,397.07 m ² 2.32 acres	61.2% 14,838.13 m ² 3.67 acres	60% 635.4 m ²	40% 423.6 m ²
St. Monica's Parish (040-800-004) 12011 Woodhead Road (Site Area 1.60 acres) Manse and Hall	PID 024-840-319 Lot A Section 31 Block 5 North Range 5 West New Westminster District Plan LMP47203	Roman Catholic Archbishop of Vancouver St. Monica's Parish 12011 Woodhead Road Richmond, B.C. V6V 1G2	Note: The land under the manse is exempt; the manse itself is not exempt. 73.35% 4,744.33 m ² 1.17 acres	Note: The land under the manse is exempt; the manse itself is not exempt. 26.65% 1,723.67 m ² 0.43 acres	0% of Manse 100% of Religious Hall	100% of Manse 196.8 m ²
St. Paul's Roman Catholic Parish (067-043-063) 8251 St. Alban's Road (Site Area 4.77 acres)	PID 010-900- 691 Lot 15 Except: Firstly: Part Dedicated as Road on Plan 20753, Secondly; Part Subdivided by Plan 58438; Section 21 Block 4 North Range 6 West New Westminster District Plan 3238	Roman Catholic Archbishop of Vancouver St. Paul's Roman Catholic Parish 8251 St. Alban's Road Richmond, B.C. V6Y 2L2	40% 7,698.4 m ² 1.90 acres	60% 11,547.6 m ² 2.86 acres	100%	0%

SCHEDULE B to BYLAW 10566

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Steveston Buddhist Temple (087-401-000) 4360 Garry Street (Site Area 4.53 acres)	PID 001-235-265 Lot 132 Except: Firstly: Part Road on Plan LMP20538, Secondly: Part Subdivided by Plan LMP25471, Section 2 Block 3 North Range 7 West New Westminster District Plan 40449	Steveston Buddhist Temple 4360 Garry Street Richmond, B.C. V7E 2V2	44.15% 8,093.7 m ² 2 acres	55.85% 10,238.56 m ² 2.53 acres	100%	0%
Thrangu Monastery Association (025-193-000) 8140 No. 5 Road Manse	PID 027-242-838 Lot A Section 19 Block 4N Range 5W New Westminster District Plan BCP32842	Thrangu Monastery Association 8140 No. 5 Road Richmond, B.C. V6Y 2V4	0% of land beneath the dormitory 59.55% 11,421.8 m ² 2.82 acres	100% of land beneath the dormitory 40.45% 7,759.2 m ² 1.92 acres	76.3% 2,060.1 m ²	23.7% 639 m ²
Thrangu Monastery Association (025-193-000) & (025-202-011) - Combined 8140/8160 No. 5 Road	PID 027-242-838 Lot A Section 19 Block 4N Range 5W New Westminster District Plan BCP32842	Thrangu Monastery Association 8140 No. 5 Road Richmond, B.C. V6Y 2V4	59.55% 11,421.8 m ² 2.82 acres	40.45% 7,759.2 m ² 1.92 acres	100% of the shed used to store religious artefacts	0%

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 10566

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Towers Baptist Church (070-101-000) 10311 Albion Road (Site Area 2.148 acres) Manse	PID 000-565-318 Parcel "A" Except Part on Plan 32239 Section 26 Block 4 North Range 6 West New Westminster District Plan 22468	New Wineskins Society 10311 Albion Road Richmond, B.C. V7A 3E5	78.9% 7,002.4 m ² 1.73 acres	21.1% 1,872.6 m ² 0.418 acres	0% of Manse 100% of Religious Hall	100% Manse 162.6 m ²
Trinity Lutheran Church (064-438-000) 7100 Granville Avenue Manse and Hall	PID 025-555-669 Section 17 Block 4 North Range 6 West Plan BCP3056 Parcel A	Trinity Lutheran Church – Richmond 7100 Granville Avenue Richmond, B.C. V6Y 1N8	87.09% 6,012.32	12.91% Manse 891.68 m ²	0% of Manse 100% of Religious Hall	100% of Manse 142.5 m ² 0% of Religious Hall
Vancouver International Buddhist Progress Society (082-304-006) 8271 Cambie Road (Site Area 0.757 acres)	PID 00-316-002 9 Section 28 Block 5 North Range 6 West Plan 7532	Vancouver International Buddhist Progress Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	76% 2,322.58 m ²	24% 740.42 m ²	N/A	N/A

**PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP**

SCHEDULE B to BYLAW 10566

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Vancouver International Buddhist Progress Society (082-265-059) 6680 – 8181 Cambie Road Manse	PID 018-553-591 Strata Lot 59 Section 28 Block 5 North Range 6 West New Westminster District Plan Strata Plan LMS1162	Vancouver International Buddhist Program Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	91.72% 1,212.05 m ²	8.28% 109.40 m ²	0% of Manse Remaining Religious Hall	100% Manse 109.4 m ²
Vancouver International Buddhist Progress Society (082-265-060) 6690 – 8181 Cambie Road	PID 018-553-605 Strata Lot 60 Section 28 Block 5 North Range 6 West New Westminster District Plan Strata Plan LMS1162	Vancouver International Buddhist Program Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	Included in Above Calculation	Included in Above Calculation	Included in Above Calculation	Included in Above Calculation
Vedic Cultural Society of BC (025-212-021) 8200 No 5 Road	PID 011-053-551 South Half Lot 3 Block A Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	Vedic Cultural Society of BC 8200 No 5 Road Richmond, B.C. V6Y 2V4	88% 8,883.6 m ²	12% 1,211.4 m ²	99.1% 2,144.6 m ²	0.9% 18.9 m ²

RELIGIOUS PROPERTIES

SCHEDULE C to BYLAW 10566

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	TENANTS MAILING ADDRESS
(064-046-009) 8151 Bennett Rd	PID 006 199 631 Lot 362 of Section 16 Block 4 North Range 6 West New Westminster District Plan 47516	That portion of the property occupied by Apostolic Pentecostal Church International	Apostolic Pentecostal Church International 8151 Bennett Rd Richmond BC V6Y 1N4
(136-467-527) 3211 Grant McConachie Way	PID 009-025-103 Lot 58 Sections 14, 15, 16, 17, 20, 21, 23 and 29 Block 5 North Range 7 West New Westminster District Plan 29409	That portion of the property occupied by Vancouver Airport Chaplaincy	Vancouver Airport Chaplaincy Box 32362 Domestic Terminal RPO Richmond, B.C. V7B 1W2

**CHARITABLE, PHILANTHROPIC & OTHER
NOT-FOR-PROFIT – ELDERLY CITIZENS HOUSING
(PROVINCIAL ASSISTANCE)**

SCHEDULE D to BYLAW 10566

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(086-938-001) 11820 No. 1 Road	PID 001-431-030 Lot 2 Section 2 Block 3 North Range 7 West NWD Plan 69234	Anavets Senior Citizens Housing Society #200 - 951 East 8th Avenue Vancouver, B.C. V5T 4L2

SCHEDULE E to BYLAW 10566

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(064-762-037) 303 – 7560 Moffatt Road	PID 014-890-305 Strata Lot 37 Section 17 Block 4 North Range 6 West New Westminster District Strata Plan NW3081	Aspire Richmond Support Society (Owner) 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(086-080-000) 431 Catalina Crescent	PID 001-562-797 Lot 24 Block 5 North Range 6 West New Westminster District Plan NWP9740 Suburban Block J, Section 29/30	Aspire Richmond Support Society (Owner) 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(097-575-028) 4433 Francis Road	PID 003-887-022 Lot 890 Section 23 Block 4 North Range 7 West New Westminster District Plan 66590	Aspire Richmond Support Society (Owner) 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(099-126-002) 5728 Woodwards Road	PID 027-789-471 Lot A Section 25 Block 4 North Range 7 West New Westminster District Plan BCP39662	Aspire Richmond Support Society (Owner) 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(099-561-000) 9580 Pendleton Road	PID 003-751-678 Lot 450 Section 26 Block 4 North Range 7 West NWD Plan 66281	Aspire Richmond Support Society (Tenant) 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(058-885-000) 6531 Azure Road	PID 003-680-100 Lot 525 Section 7 Block 4 North Range 6 West NWD Plan 25611	Development Disabilities Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(067-321-001) 8400 Robinson Road	PID 009-826-386 Lot 80 Except: Part Subdivided by Plan 81951, Section 21 Block 4 North Range 6 West NWD Plan 12819	Development Disabilities Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2

**CHARITABLE, PHILANTHROPIC & OTHER
NOT-FOR-PROFIT – COMMUNITY CARE OR
ASSISTED LIVING**

SCHEDULE E to BYLAW 10566

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(099-371-000) 4811 Williams Road	PID 004-864-077 Lot 4 Section 26 Block 4 North Range 7 West NWD Plan 17824	Greater Vancouver Community Service Society 320 – 1212 W. Broadway Vancouver, B.C. V6H 3V1
(080-622-000) 11331 Mellis Drive	PID 004-107-292 Lot 175 Section 25 Block 5 North Range 6 West NWD Plan 53633	Pinegrove Place Mennonite Care Home Society of Richmond 11331 Mellis Drive Richmond, B.C. V6X 1L8
(082-199-000) 9020 Bridgeport	PID 002-672-855 Block 5 North Range 6 West New Westminster District Plan 60997 Parcel B, Section 27/28, REF 60997	0952590 BC Ltd. Richmond Lion's Manor Suite 500 – 520 W 6 th Avenue Vancouver BC V5Z 4H5
(065-571-000) 6260 Blundell Road	PID 005-146-135 Lot "A" (RD135044) Section 19 Block 4 North Range 6 West New Westminster District Plan 48878	Rosewood Manor Richmond Intermediate Care Society 6260 Blundell Road Richmond, B.C. V7C 5C4
084-988-041 10411 Odlin Road	PID 017-418-780 Lot 141 Section 35 Block 5 North Range 6 West New Westminster District Plan LMP942	Turning Point Recovery Society Suite 260 – 7000 Minoru Blvd. Richmond, BC V6Y 3Z5

**CHARITABLE, PHILANTHROPIC & OTHER
NOT-FOR-PROFIT - ELDERLY CITIZENS HOUSING**

SCHEDULE F to BYLAW 10566

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(094-282-297) 7251 Langton Road	PID 003-460-525 Lot 319 Section 13 Block 4 North Range 7 West NWD Plan 49467	Richmond Legion Senior Citizen Society #800 - 7251 Langton Road. Richmond, B.C. V7C 4R6

SCHEDULE G to BYLAW 10566

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(059-905-125) 8300 Cook Road	PID 023-800-496 Strata Lot 125 Section 9 Block 4 North Range 6 West New Westminster District Strata Plan LMS2845 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on form 1	100% that is occupied by Society of Richmond Children's Centres	Cook Road Children's Centre Society of Richmond Children's Centres 110 - 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(011-892-000) 23591 Westminster Highway	PID 028-376-650 Lot B Section 36 Block 5 North Range 4 West New Westminster District Plan BCP46528	That portion of the property occupied by Society of Richmond Children's Centres	Cranberry Children's Centre Society of Richmond Children's Centres 23591 Westminster Highway Richmond, B.C.
(094-391-000) 7611 Langton Road	PID 004-700-368 Lot 11 Section 13 Block 4 North Range 7 West NWD Plan 19107	100%	Development Disabilities Association 100 - 3851 Shell Road Richmond, B.C. V6X 2W2
(030-700-001) 10640 No. 5 Road	PID 028-631-595 Lot F Section 31 Block 4 North Range 5 West New Westminster District Plan EPP12978	That portion of property occupied by Society of Richmond Children's Centres	Gardens Children's Centre Society of Richmond Children's Centres 4033 Stolberg Street Richmond, B.C. V6X 3N7
(058-305-999) 6899 Pearson Way	PID 028-696-212 LT 13 SEC 5 BLK 4N RGE 6W NWD PL BCP49385	That portion of property occupied by YMCA of Greater Vancouver	Hummingbird Child Care Centre YMCA of Greater Vancouver 10 - 620 Royal Avenue New Westminster, B.C. V3M 1J2

SCHEDULE G to BYLAW 10566

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(064-810-002) 7000 Minoru Boulevard	PID 018-489-613 Lot 1 Section 17 Block 4 North Range 6 West NWD Plan LMP 12593	100% of land and improvements leased to Richmond Caring Place or 8,038 sq.m. as indicated in LMP 12594	Richmond Caring Place 140 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(067-813-001) 8660 Ash Street	PID 017-854-997 Lot C Section 22 Block 4 North Range 6 West Plan 2670	Exempting that portion of the property occupied by the Richmond Family Place	Richmond Family Place 8660 Ash Street Richmond, B.C. V6Y 2S3
(090-515-105) 5862 Dover Crescent	PID 023-648-058 Strata Lot 105 Section 1 Block 4 North Range 7 West New Westminster District Strata Plan LMS2643	That portion of property occupied by Riverside Children's Centre	Riverside Children's Centre Developmental Disability Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(059-709-030) 6380 No. 3 Road	PID 031-603-432 SEC 9 BLK 4N RGE 6W NWD PL EPP115105 ARSPCPRCLNMBR 1	That portion of property occupied by Aspire Richmond Support Society	Seedlings Early Childhood Development Hub Aspire Richmond Support Society 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(073-560-608) 10380 No. 2 Road	PID 029-631-408 Lot 2 Section 31 Block 4 North Range 6 West New Westminster District Plan EPP49229	That portion of property occupied by YMCA of Greater Vancouver	Seasong Child Care Centre YMCA of Greater Vancouver 10 - 620 Royal Avenue New Westminster, B.C. V3M 1J2
(082-020-000) 3368 Carscallen Road	PID 031-479-090 Air Space Parcel 1 Section 28 Block 5 North Range 6 West New Westminster District Air Space Plan EPP 108791	That portion of property occupied by YMCA of Greater Vancouver	Sprouts Early Childhood Development Hub YMCA of Greater Vancouver 10 - 620 Royal Avenue New Westminster, B.C. V3M 1J2

SCHEDULE G to BYLAW 10566

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(093-050-002) 6011 Blanshard Drive	PID 019-052-685 Lot 2 Section 10 Block 4 North Range 7 West New Westminster District Plan LMP19283	100% that is occupied by Society of Richmond Children's Centres	Terra Nova Children's Centre Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(089-830-129) 5500 Andrews Road, Unit 100	PID 023-684-801 Strata Lot 129 Section 12 Block 3 North Range 7 West New Westminster District Strata Plan LMS2701	That portion of property occupied by Treehouse Learning Centre	Treehouse Learning Centre Aspire Richmond Support Society 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(084-195-000) 4033 Stolberg Street	PID 028-745-540 Section 34 Block 4 North Range 6 West New Westminster District Plan BCP49848 Air Space Parcel 3	100% that is occupied by Society of Richmond Children's Centres	West Cambie Child Care Centre Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(057-600-003) 650-5688 Hollybridge Way	PID 030 085 489 Section 5 Block 4 North Range 6 West NWD Plan EPP65030 Air Space Parcel 1	100% that is occupied by Atira Women's Resource Society	Willow Early Care and Learning Centre Atira Women's Resource Society #201 – 190 Alexander Street Vancouver, B.C. V6A 1B5
(079-772-001) 10277 River Drive	PID 031-035-124 Lot 1 Section 23 Block 5 North Range 6 West NWD Plan EPS5734	100% of the portion of the property in the name of the City of Richmond and occupied by Atira Women's Resource Society	River Run Early Care and Learning Centre Atira Women's Resource Society #201 – 190 Alexander Street Vancouver, B.C. V6A 1B5

SCHEDULE H to BYLAW 10566

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(097-842-000) 4780 Blundell Road	PID 001-145-801 Lot 2 Block 4 North Range 7 West New Westminster District Plan 3892	That portion of the property occupied by Girl Guides of Canada	Girl Guides of Canada 4780 Blundell Road Richmond, B.C. V7C 1G9
(051-521-010) 11551 Dyke Road	PID 014-924-781 Dedicated Park Plan 565772	That portion of the property occupied by Girl Guides of Canada	Girl Guides of Canada 1476 West 8th Avenue Vancouver, BC V6H 1E1
(083-465-000) 7411 River Road	PID 007 206 518 Lot "N" Except: Part Subdivided by Plan 35001, Fractional Section 6 and of Sections 5, 7 and 8 Block 4 North Range 6 West and of Fractional Section 32 Block 5 North Range 6 West New Westminster District Plan 23828 (see R083-466-000, R083-467-000, R083-467-505 for remainder)	That portion of the property occupied by Navy League of Canada National Council	Navy League of Canada National Council c/o Richmond/Delta Branch Box 43130 Richmond, B.C. V6Y 3Y3
(083-218-005) 7400 River Road (Unit 140)	PID 003-752-534 Lot 20 Section 32 Block 5 North Range 6 West New Westminster District Plan 40727	That portion of the property occupied by Richmond Gymnastics Association	Richmond Gymnastics Association Unit 140 – 7400 River Road Richmond B.C. V6Y 2C1
(059-477-003) 6131 Bowling Green Road	PID 009 300 261 Lot 26, Except that part in Plan LMP39941 Section 8 Block 4 North Range 6 West New Westminster District Plan 24068	That portion of the property occupied by Richmond Lawn Bowling Club	Richmond Lawn Bowling Club 7321 Westminster Highway Richmond, B.C. V6X 1A3

SCHEDULE H to BYLAW 10566

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(082-479-000) 7760 River Road	PID 009 311 998 Lot 2 Except: Firstly; Part Subdivided by Plan 28458; Secondly; Parcel "C" (Bylaw Plan 62679); Thirdly: Parcel G (Bylaw Plan 80333); Sections 29 and 32 Block 5 North Range 6 West New Westminster District Plan 24230	That portion of the property occupied by Richmond Rod and Gun Club	Richmond Rod and Gun Club P.O. Box 26551 Blundell Centre Post Office Richmond, B.C. V7C 5M9
(083-218-005) 7400 River Road (Unit 140)	PID 003-752-534 Lot 20 Section 32 Block 5 North Range 6 West New Westminster District Plan 40727	That portion of the property occupied by Richmond Rod and Gun Club	Richmond Rod and Gun Club P.O. Box 26551 Blundell Centre Post Office Richmond, B.C. V7C 5M9
(059-216-001) 6820 Gilbert Road	PID 017 844 525 Lot A Section 8 Block 4 North Range 6 West, New Westminster District Plan LMP 5323	That portion of the property occupied by Richmond Tennis Club	Richmond Tennis Club 6820 Gilbert Road Richmond, B.C. V7C 3V4
(057-590-001) 5540 Hollybridge Way	PID 007 250 983 Lot 73 Except: Part Subdivided by Plan 48002; Sections 5 and 6 Block 4 North Range 6 West New Westminster District Plan 36115	That portion of the property occupied by Richmond Winter Club	Richmond Winter Club 5540 Hollybridge Way Richmond, B.C. V7C 4N3
(088-500-046) 2220 Chatham Street	PID 004-276-159 Block 3 N Range 7W Section 4 Parcel D, Except Plan REF 43247, EXP 60417, REF 10984 File NO 1000-14-045	That portion of the property occupied by Scotch Pond Heritage Cooperative	Scotch Pond Heritage Cooperative 3811 Moncton Street Richmond, B.C. V7E 3A0
(091-575-614) 2771 Westminster Highway	PID 011-566-825 Block 4 North Range 7 West Plan NWP457	That portion of 2771 Westminster Highway occupied by Sharing Farm Society	Sharing Farm Society 2771 Westminster Highway Richmond, B.C. V7C 1A8

SCHEDULE H to BYLAW 10566

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(091-488-000) 2900 River Road	PID 017-094-755 Lot 2 Section 4 Block 4 North Range 7 West Plan NWP88135	That portion of 2900 River Road occupied by Sharing Farm Society	Sharing Farm Society 2771 Westminster Highway Richmond, B.C. V7C 1A8

SCHEDULE I to BYLAW 10566

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(085-643-001) Unit 140-160 11590 Cambie Road	PID 018-844-456 Lot C Section 36 Block 5 North Range 6 West Plan LMP17749 Except Plan BCP 14207	That portion of the property occupied by Richmond Public Library	Richmond Public Library Cambie Branch Unit 150 - 11590 Cambie Road Richmond, B.C. V6X 3Z5
(044-761-005) 11688 Steveston Highway	PID 023-710-047 Lot 1 Section 1 Block 3 North Range 6 West Plan 32147	That portion of the property occupied by Richmond Public Library	Richmond Public Library Ironwood Branch 11688 Steveston Highway, Unit 8200 Richmond, B.C. V7A 1N6
(031-969-003) 14300 Entertainment Boulevard	PID 023-672-269 Lot C Section 33 Block 4 North Range 5 West NWD Plan LMP31752	That portion of the property occupied by City of Richmond	City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1
(057-561-007) 5900 Minoru Boulevard	PID 028-325-257 Lot A Section 5 Block 4 North 6 West New Westminster District Plan BCP45912	That portion of the property occupied by City Centre Community Centre	City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1
(051-557-060) 12071 No. 5 Road	PID 013-082-531 Section 12 Block 3 North Range 6 West NWD Plan 15624 Parcel A-J, Part NE 1/4, Ref 15624, Ref 8114 File No. 1000- 05-021	That portion of the property occupied by BC Society for the Prevention of Cruelty to Animals	City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1



City of Richmond

Report to Committee

To: Finance Committee **Date:** September 9, 2024
From: Jerry Chong, CPA, CA **File:** 03-1200-09/2024-Vol
General Manager, Finance & Corporate Services 01
Re: **2023 Remuneration in Excess of \$75,000 for City Owned Corporations**

Staff Recommendation

That the 2023 Remuneration in Excess of \$75,000 provided by City Owned Corporations be received for information.

Jerry Chong, CPA, CA
General Manager
Finance & Corporate Services
(604-276-4064)

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
SENIOR STAFF REPORT REVIEW	INITIALS:
APPROVED BY CAO	

LULU ISLAND ENERGY COMPANY
SCHEDULE OF REMUNERATION AND EXPENSES

Employee Earnings in Excess of \$75,000 And Related Expenses for 2023

Name	No. of employees	Base Salary	Benefits & Other *	Expenses
David, C		\$ 136,199	\$ 23,703	\$ 522
Hyde, R		98,358	6,938	-
Lan, C		89,932	11,682	1,003
Postolka, A		155,248	37,433	1,047
Retes Nieto, C		127,097	10,756	522
Sakamoto, G		116,218	8,756	522
	6	<u>\$ 723,052</u>	<u>\$ 99,268</u>	<u>\$ 3,616</u>
Employees Less Than \$75,000	11	<u>\$ 269,530</u>	<u>\$ 95,379</u>	<u>\$ 1,290</u>
Grand Total	17	<u>\$ 992,582</u>	<u>\$ 194,647</u>	<u>\$ 4,906</u>

* Consists of taxable benefits (i.e. MSP and group life) and lump sum payments (i.e. banked vacation and gratuity)

The variance between the remuneration schedule and the salaries and benefit expenses reported in the financial statements of the Lulu Island Energy Company are attributable to a number of factors including:

- The remuneration schedule is based on actual cash payments made during the fiscal year (including payouts of vacation and gratuity) whereas the financial statement figure is on accrual basis.
- The remuneration schedule includes taxable benefits while the financial statements includes items such as non-taxable benefits and employer pension contributions.
- There are payments that are recovered; these recoveries are recorded against expenditures in the financial statements.

Schedule 8 - Remuneration and Expenses
Financial Information Act - Statement of Financial Information

Please enter data only in white fields - leave grey fields untouched.

Library Name:	Richmond Public Library
Fiscal Year Ended:	December 31, 2023

Note: Total Remuneration and Total Expenses columns MUST REMAIN SEPARATE throughout the form.

Table 1: Total Remuneration and Expenses - Board and Employees

Board Members	Total Remuneration (Wages/Salaries)	Total Expenses (Reimbursement for Conferences/Mileage etc.)
Liu, Caty (Chair)	\$0.00	\$48.00
Merhi, Sherine (Vice Chair)	\$0.00	\$0.00
Au, Chak (Councillor)	\$0.00	\$0.00
Abrahani, Nabeel (Member)	\$0.00	\$0.00
Gillanders, Chaslynn (Member)	\$0.00	\$0.00
Hui, Denise (Member)	\$0.00	\$0.00
Ling, Rachel (Member)	\$0.00	\$0.00
Oye, Jordan (Member)	\$0.00	\$0.00
Yong, Yvonne (Member)	\$0.00	\$24.00
Total Board Members	\$0.00	\$72.00

Detailed Employees Exceeding \$75,000	Total Remuneration (Wages/Salaries)	Total Expenses (Reimbursement for Conferences/Mileage etc.)
Abramoff, Rafael	\$80,125.43	
Adams, Kate	\$91,659.75	
Bechard, Anne	\$130,203.31	\$800.50
Beecroft, Chad	\$89,643.01	
Dunnill, Ginny	\$77,514.26	
Flores, Sean	\$75,338.14	
Galeano Garcia, Ariana	\$94,337.21	\$500.00
Griffin, Serena	\$81,664.28	\$2,296.00
He, Ping	\$91,783.91	
Ho, Cindy	\$82,303.55	
Jang, Wendy So Wan	\$97,608.61	
Lam, Vinh	\$77,950.47	\$33.44
Lee, Iris	\$136,839.53	\$700.28
Leung, Chi Choi	\$130,909.45	\$59.73
Lo, Dennis	\$84,255.82	
McCrea, Christine	\$89,606.03	\$435.49
Parker, Haidee	\$80,207.74	
Parmar, Shams-Iqbal Bhagwan Singh	\$84,413.57	
Rahman, Shaneena	\$145,263.28	
Sulzberger, Andrea	\$76,421.68	
Vokey, Stephanie	\$96,397.26	
Walters, Susan	\$205,409.35	\$922.88
Yu, Eva	\$116,576.27	\$1,147.77
Zhang, Ying	\$81,689.65	
Total Employees Exceeding \$75,000	\$2,398,121.56	\$6,896.09

Total Employees Equal to or Less Than \$75,000	Total Remuneration (Wages/Salaries)	Total Expenses (Reimbursement for Conferences/Mileage etc.)
DO NOT USE - list totals only	\$4,212,275.95	\$33.44

Consolidated Total	Total Remuneration (Wages/Salaries)	Total Expenses (Reimbursement for Conferences/Mileage etc.)
DO NOT USE - list totals only	\$6,610,397.51	\$7,001.53

Table 2: Total Employer Premium to Receiver General for Canada

Total Employer Premium for Canada Pension Plan and Employment Insurance (Component of Receiver General for Canada Supplier Payment)	\$445,775.51
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Table 3: Reconciliation of Remuneration and Expenses

	Amount
Total Remuneration	\$6,610,397.51

Reconciling Items	Amount
Net Taxable Benefits & Non-compensation Payments to Employees	\$1,584,104.06
Accruals and Timing Differences	-\$31,964.80
Total Reconciling Items	\$1,552,139.26

	Amount
Total Per Statement of Revenue & Expenditure	\$8,162,536.77

	Amount
Variance	\$0.00

Variance explanation (if required):

RICHMOND OLYMPIC OVAL CORPORATION
SCHEDULE OF REMUNERATION AND EXPENSES
Employee Earnings in Excess of \$75,000 and Related Expenses for 2023

NAME	BASE SALARY	BENEFITS & OTHERS (Note 1)	EXPENSES
Chand, Edwin	73,074	5,598	-
Cheng, William	102,263	9,456	-
Clark, Andrew	173,335	23,008	11,224
Darling, Mark	79,470	2,814	-
De Cicco, Gerry	227,501	43,662	9,795
Duncan, George	345,777	57,110	12,126
Duncan, Lucas	83,965	14,318	3,396
Dusanj, Rick	181,796	19,704	2,368
Farina, Antonio	126,291	13,937	24
Fee, Brianna	97,150	4,038	-
Hsu, Chris	125,717	9,495	1,150
Huzar, Gregory	97,150	6,888	347
Kahn, Bradley	94,302	5,374	-
Kamran, Allison	73,907	4,330	-
KriECK, Richard	92,036	3,089	-
Lacroix, Pamela	126,609	8,046	5,059
Ladhar, Anthony	72,880	4,801	-
Lei, Annie	72,288	8,403	-
Lei, Isana	85,913	5,769	-
Lyons, Heidi	98,357	12,911	106
Mand, Tanveer	97,150	3,383	1,145
McDonald, Cheryl	87,841	3,145	-
McLoughlin, Debbie	173,335	7,950	630
Miller, Ashley	141,507	7,645	33
Mottl, Jordan	126,609	8,046	-
Purchase, Warren	116,068	7,000	-
Rose, Mike	131,131	8,075	2,090
Sanders, Matthew	102,263	9,378	-
Takahashi, Rie	79,470	2,823	-
Tang, Wai	72,880	9,311	-
Taylor, Sheldon	87,532	9,874	-
Wagner, Shana	181,796	29,696	795
Webber, James	84,794	6,385	-
Yau, Katie	79,470	2,611	-
Yu, Eddy	79,470	2,875	-
Total	\$ 4,071,094	\$ 380,948	\$ 50,288

Note 1 - Consists of taxable benefits and lump sum payments (e.g. banked leave balances owed to employees).

RICHMOND OLYMPIC OVAL CORPORATION
SCHEDULE OF REMUNERATION AND EXPENSES
Grand Total for 2023

NAME	REMUNERATION (Note 1)	EXPENSES
Employees Over \$75,000	\$ 4,452,042	\$ 50,288
Employees Under \$75,000	\$ 5,533,336	\$ 21,046
Total	\$ 9,985,378	\$ 71,334

Note 1 - Combines salary, taxable benefits and other lump sum payouts

The variance between the Schedule of Remuneration and the salaries and benefit expenses reported in the financial statements of the Oval are due to various factors including:

- The remuneration schedule is based on actual cash payments made during the fiscal year (including banked leave balances) whereas the financial statements is on an accrual basis;
- The remuneration schedule includes taxable benefits while the financial statements includes items such as non-taxable benefits and employer pension contributions;
- The above remuneration schedule total excludes the Board of Directors.